The essentials of imaging

KONICA MINOLTA

PageScope Web Connection Scanner Mode for IC-401

User's Guide

Welcome

This manual describes the application and the operations of PageScope Web Connection, which is built into the IC-401 (Image controller for KONICA MINOLTA C350), and the scanner mode.

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Chapter 1

Using PageScope Web Connection

PageScope Web Connection for IC-401 is a device control utility program
provided by the HTTP server built into the IC-401 (Image controller for
KONICA MINOLTA C350). This utility can be used with a Web browser as
an interface for remotely controlling IC-401.

Note

- In this manual, the IC-401 is also referred to as "Image Controller" or
  "Printer Controller".

1.1 System Requirements

The following items are required to use this utility.

Computer

- Software

Operating System	Web Browser
Windows 98/NT 4.0	Internet Explorer 4 or higher
Windows Me	Internet Explorer 5.5 or higher
Windows 2000	Internet Explorer 5 or higher
Windows XP	Internet Explorer 6 or higher
MacOS 9.x	Internet Explorer 4.5 or higher
MacOS X	Internet Explorer 5.1 or higher

- Ethernet
- TCP/IP protocol

KONICA MINOLTA C350

IC-401 Image Controller

Interface Kit for IC-401

1.2 Access

PageScope Web Connection can be accessed directly from a Web browser.

1.   Start the Web browser.
2.   In the Address bar, enter the IP address of the image controller as shown below. Then, press the [Enter] key.

> http://<IP address of the image controller>/

(Example) When the IP address of the image controller is 192.168.0.10:

> http://192.168.0.10/

3.   The PageScope Web Connection screen appears.

1.2.1 Operation

PageScope Web Connection operation is identical to that for Internet Web pages. You can click a link on the Web page to jump to the link destination or click the [Back] or [Forward] button to display the previous or next page.

1.3 Screen Configuration

The screen shown below is called the User Mode screen; all users can view this screen. By entering an appropriate password in the "Admin Password" box on the User Mode screen, you can enter the Administrator Mode screen. (See p. 1-6.)

The configuration of the PageScope Web Connection screen is shown below.

Note

- Screen images shown in this manual may differ slightly from actual ones. In addition, specifications are subject to change without prior notice.
- If you wish to change the display language of PageScope Web Connection, log into the Administrator Mode, and change the setting using the "Preference" menu.
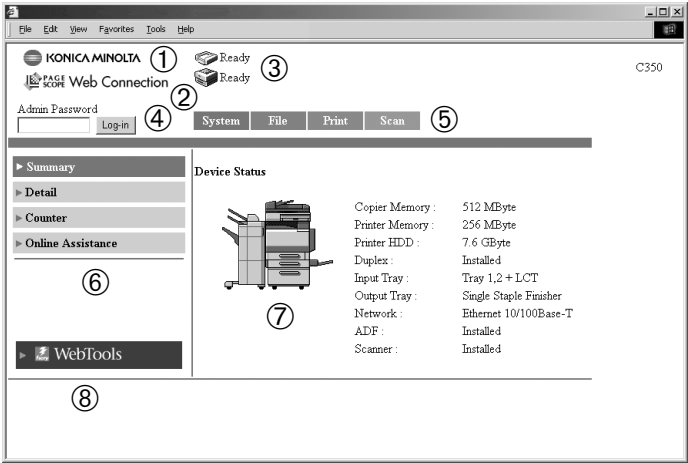
① KONICA MINOLTA Logo

Click the KONICA MINOLTA logo to jump to the following Web site.

```
http://konicaminolta.net
```

② PageScope Web Connection Logo
Click the PageScope Web Connection logo to jump to the following
Web site.

    http://www.pagescope.com

③ Status Display
The current status of the Digital Copier and the image controller is
indicated by icons and text. The message "Ready" appears when the
Digital Copier and the image controller are operating normally.

④ Admin Password
Logs in using the Administrator Mode. (For details on the log-in
procedure in the Administrator Mode, see "Logging in Using the
Administrator Mode" on page 1-6.)

⑤ Tabs
Selects the category of items to be displayed.

• System

• File

• Print

• Scan

• Network (Administrator Mode only)

For details on each tab, see the following sections.

⑥ Menus
Selects the information or setup item to be displayed. The menus that
appear vary depending on the tab selection.
For details on each menu, see the following sections.

⑦ Information and Setting Details
Displays the details of the selected menu.

⑧ WebTools
Moves to the Fiery WebTools screen.

1.3.1 Logging in Using the Administrator Mode

By logging into PageScope Web Connection in the Administrator Mode, you can configure or confirm the image controller system.

1. Enter the administrator password into the "Admin Password" box at the upper left corner of the screen.
2. Click [Log-in] to log in using the Administrator Mode.
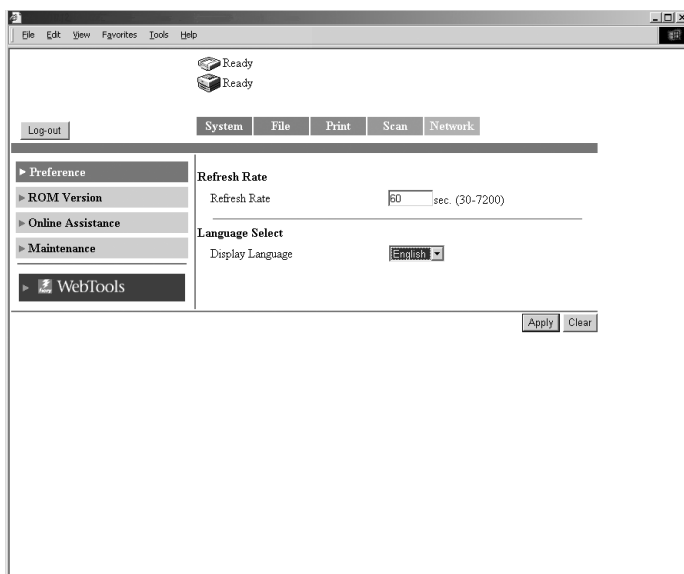
3. To log out, click [Log-out].

Note

• You can change the administrator password using [Admin. Mode] on the copier. The default value is 0000.

1.3.2 Changing the Administrator Password

You can carry out the following steps to change the administrator password.
Use the copier operation panel to make the change.

1. On the copier, press the [Utility] key.
2. Touch [Admin. Mode].
3. Input Administrator Code and touch [Enter].
4. Touch [Admin. Set] and then touch [3/4].
5. Touch [PSL Administrator Code Change].
6. Input Current Administrator Code and touch [Enter].

Note

- The default administrator password is 0000.

7. Input New Administrator Code and touch [Enter].
8. Input Retype Administrator Code and touch [Enter].

1.4 User Mode

1.4.1 System Tab

On the [System] tab, information concerning the system configuration of the Digital Copier and settings are displayed.

Summary

This screen is the initial screen that appears when you access http://<IP address of the remote controller>/ with your Web browser. You can also display the Summary screen by clicking the [Summary] menu on the [System] tab. The Summary screen shows the current Digital Copier system configuration and status.
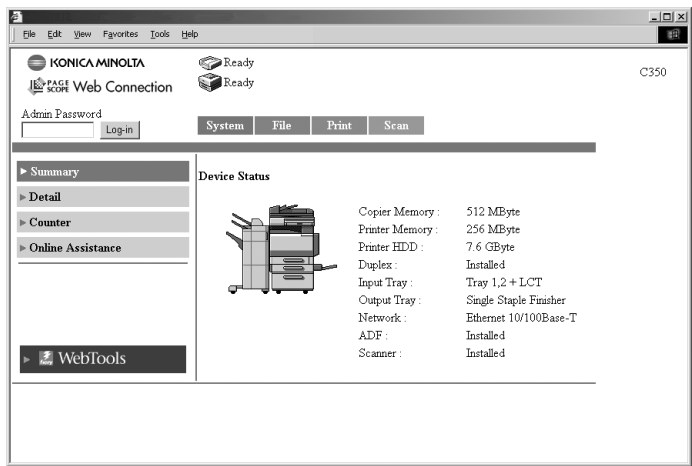
Device Status: Shows the configuration of options installed on the Digital Copier using graphics.

Installation Status of Options:

Shows the overview of the system configuration of the Digital Copier.

Detail

This screen appears when you click the [Detail] menu on the [System] tab.
Clicking a sub-menu under the [Detail] menu displays information about the
applicable unit.

Input Tray

This screen appears when you click the [Input Tray] sub-menu under the
[Detail] menu. It shows the configuration of all the paper feed trays installed
on the Digital Copier.
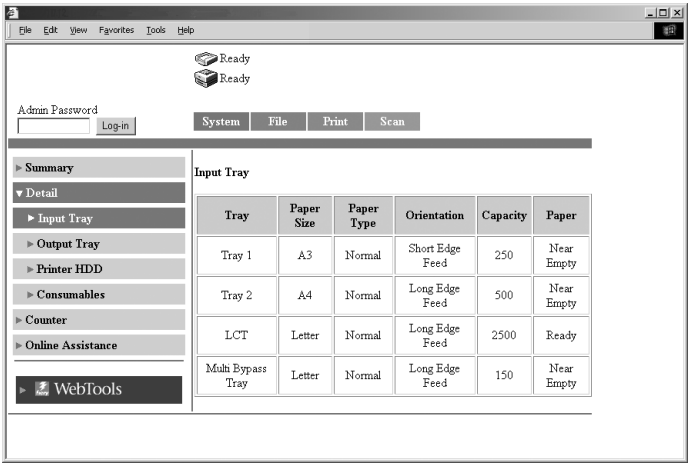
Output Tray

This screen appears when you click the [Output Tray] sub-menu under the [Detail] menu. It shows the configuration of all the output trays installed on the Digital Copier.
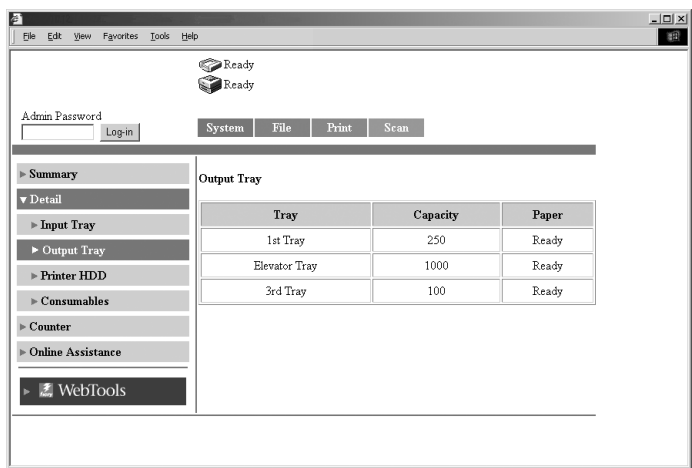
Tray:	Option tray name
	(When Single Staple Finisher is installed)
	First Tray, Elevator Tray, Third Tray
	(When Folding Finisher is installed)
	Elevator Tray, Saddle Tray
Capacity:	Maximum number of A4/Letter-size sheets the tray can hold
Paper:	Tray status

Printer HDD

This screen appears when you click the [Printer HDD] sub-menu under the [Detail] menu. It shows the status of the hard disk installed on the Digital Copier.
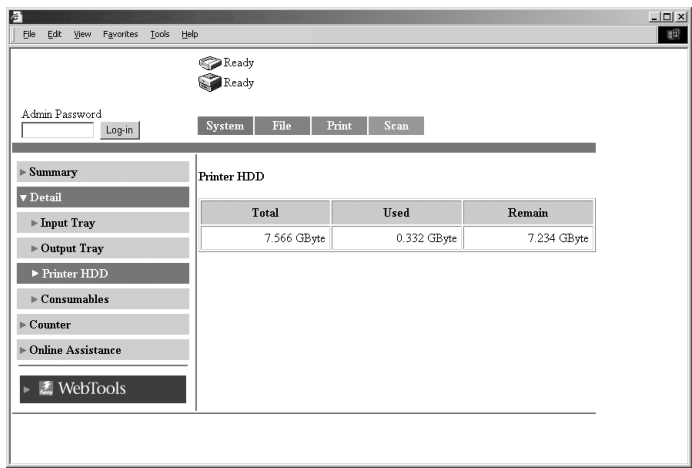
Total:	Size of the installed hard disk
Used:	Amount of hard disk space used by the system
Remain:	Amount of free hard disk space

Consumables

This screen appears when you click the [Consumables] sub-menu under the [Detail] menu. It shows the current status of consumables of the Digital Copier and the option units.
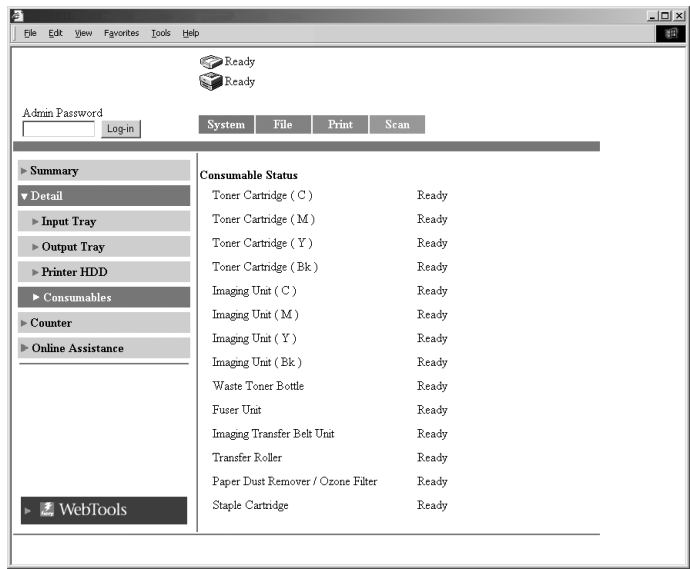
Counter

This screen appears when you click the [Counter] menu on the [System] tab. It shows various counter values that the Digital Copier manages.
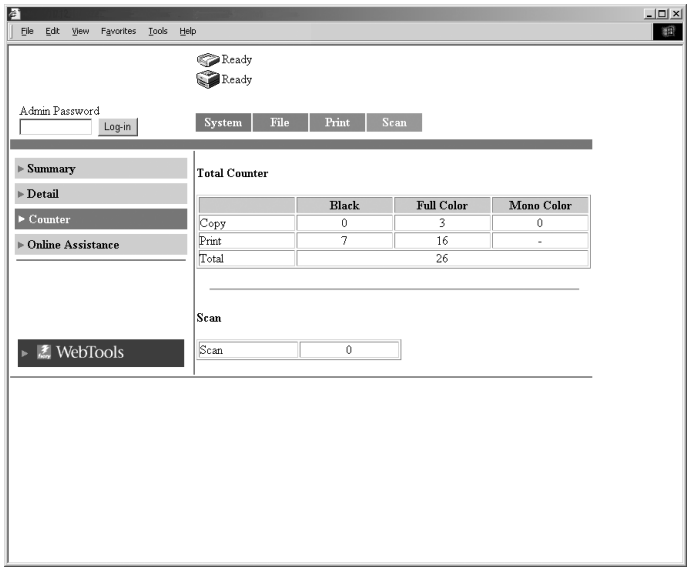
Online Assistance

This screen appears when you click the [Online Assistance] menu on the [System] tab. It shows information concerning product support. The information can be edited in the Administrator Mode. (See p. 1-34.)
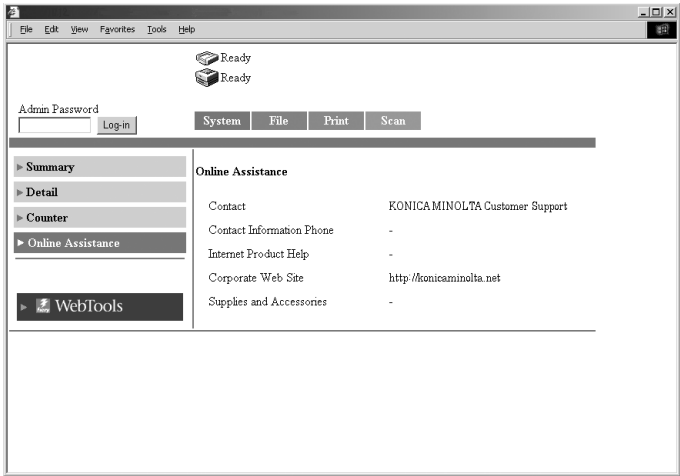
Contact: Support contact for the product

Contact Information Phone:

Phone number of the support contact for the product (Blank by default)

Internet Product Help:

The URL of the product information Web site. (Blank by default)

Corporate Web Site:

The URL of the manufacturer Web site.
Click the URL to jump to the specified Web site.

Supplies and Accessories:

Information about the contact for ordering consumables (Blank by default)

1.4.2 File Tab

The [File] tab is used to manage the mailboxes in the hard disk.

Mailbox

This screen appears when you click the [Mailbox] menu on the [File] tab. It
shows a list of mailboxes in the hard disk.
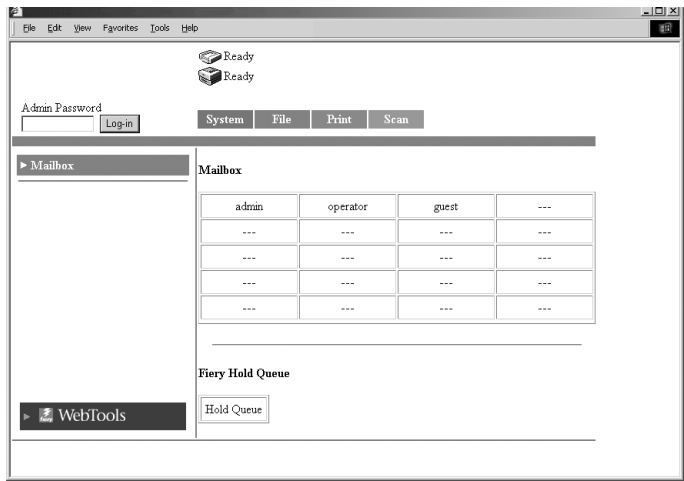
Mailbox: Click the index to show a list of files in the mailbox.

Hold Queue button:

Shows the Fiery Hold Queue index. Click the button to
show a list of files in the Hold Queue.

Note

• Mailboxes are created in the Administrator Mode. A password is
assigned when a mailbox is created. For details on the password, check
with your administrator.

Information on the File List Screen
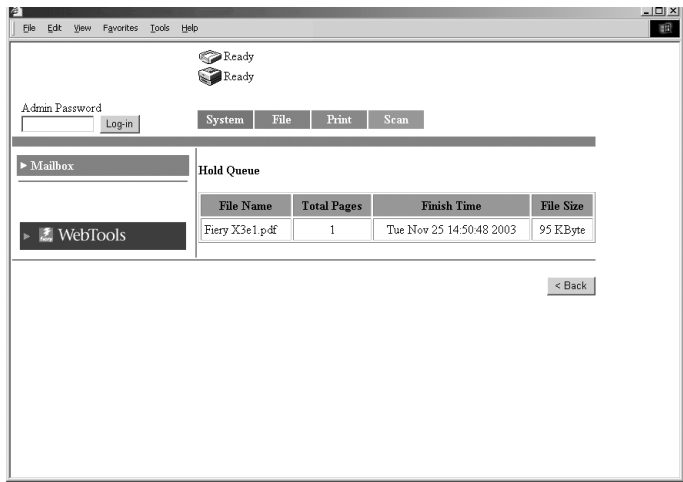
File Name: Name of the file stored in the mailbox.

Total Pages: Total number of pages of the file

Finish Time: Date/Time when the file was stored in the mailbox.

File Size: File size (KB)

[< Back] button: Shows the previous page

1.4.3 Print Tab

The [Print] tab is used to configure the image controller.

Default Setting

This screen appears when you click the [Default Setting] menu on the [Print] tab. Clicking a sub-menu under the [Default Setting] menu displays various setup screens for the printer.

General Setting

This screen appears when you click the [General Setting] sub-menu under the [Default Setting] menu. The screen is used to specify the default settings of the paper feed tray, duplex printing, and the number of copies.

Input Tray: From the drop-down list, select the default paper feed tray. If the device receives a print job that does not specify the paper feed tray, the default paper feed tray is used.

Settings Auto, Tray1, Tray2, Tray3, Tray4, or LCT

Duplex:	From the drop-down list, select whether to perform duplex printing by default. If you select duplex printing, select whether to use long edge binding or short edge binding. If the device receives a print job that does not specify the duplex setting, the default duplex setting is used.
Settings	OFF, Left Binding, or Top Binding
Copies:	Enter the default number of copies. If the device receives a print job that does not specify the number of copies, the default number of copies is used.
Settings	1 to 999
[Apply] button:	Click the button to apply the new settings.
[Clear] button:	Click the button to clear the settings that were entered or selected.

PCL Setting

This screen appears when you click the [PCL Setting] sub-menu under the [Default Setting] menu. The screen is used to set default values for various PCL settings. If the page description language that the image controller received is PCL, the settings of the job have precedence.
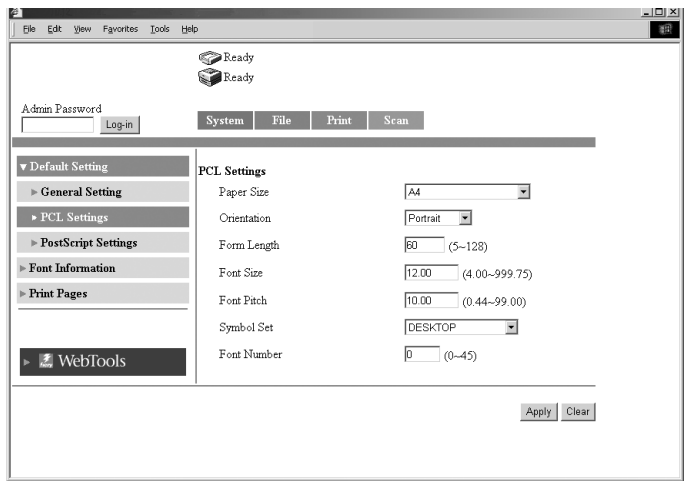
Paper Size: From the drop-down list, select the default paper size.

Orientation: From the drop-down list, select the default orientation of the paper.

Settings Portrait or Landscape

Form Length: Enter the number of lines per page.

Settings 5 to 128

Font Size: Enter the default proportional font size (points).

Settings 4.00 to 999.75 (0.25 steps)

Font Pitch: Enter the number of characters per inch in the horizontal direction when printing fixed pitch font.

Settings 0.44 to 99.00 (0.01 steps)

Symbol Set: Select the symbol set used by the font. If a symbol set that cannot be used currently is selected, the default symbol set is used in its place.

Font Number: Enter the font number.

[Apply] button: Click the button to apply the new settings.

[Clear] button: Click the button to clear the settings that were entered or selected.

PostScript Setting

This screen appears when you click the [PostScript] Setting sub-menu under the [Default Setting] menu. The screen is used to set default values for various PostScript settings. If the page description language that the image controller received is PostScript, the settings of the job have precedence.
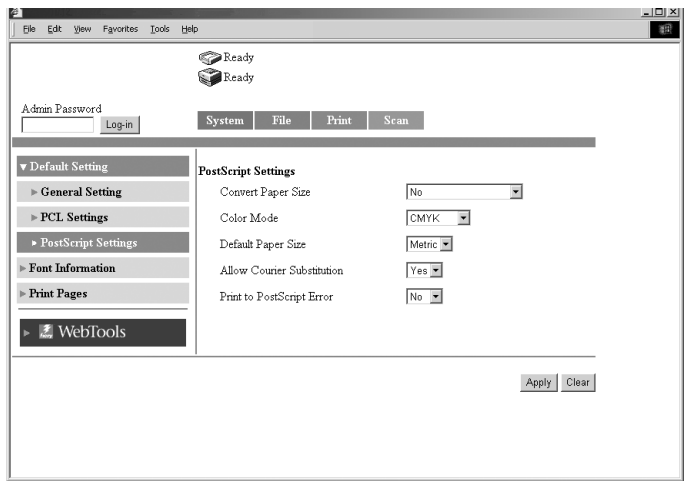
Convert Paper Size:

> Select the setting for automatically converting between paper sizes using the inch system and those using the metric system.

Settings	No, Letter/11 × 17 to A4/A3, or A4/A3 to Letter/11 × 17

Color Mode: Select the default color mode.

> **Settings**   CMYK or Grayscale

Default Paper Size:

> Select the default paper size system.

> **Settings**   US or Metric

Print Cover Page:

> Select whether to print a cover page by default.

> **Settings**   No or Yes

Allow Courier Substitution:

> Select whether to automatically substitute Courier font by default when the controller receives unsupported font or unknown font.

Settings　　　　　No or Yes

(If you select "No", unsupported fonts are not printed.)

Print to PostScript Error:

> Select whether to print error information by default when a PostScript error occurs.

Settings　　　　　No or Yes

Font Information

This screen appears when you click the [Font Information] menu on the [Print] tab. It shows a list of PCL fonts and PostScript fonts that are built into the image controller.

PCL Font

This screen appears when you click the [PCL Font] sub-menu under the [Font Information] menu. It shows a list of PCL fonts that are built into the image controller.

Using PageScope Web Connection
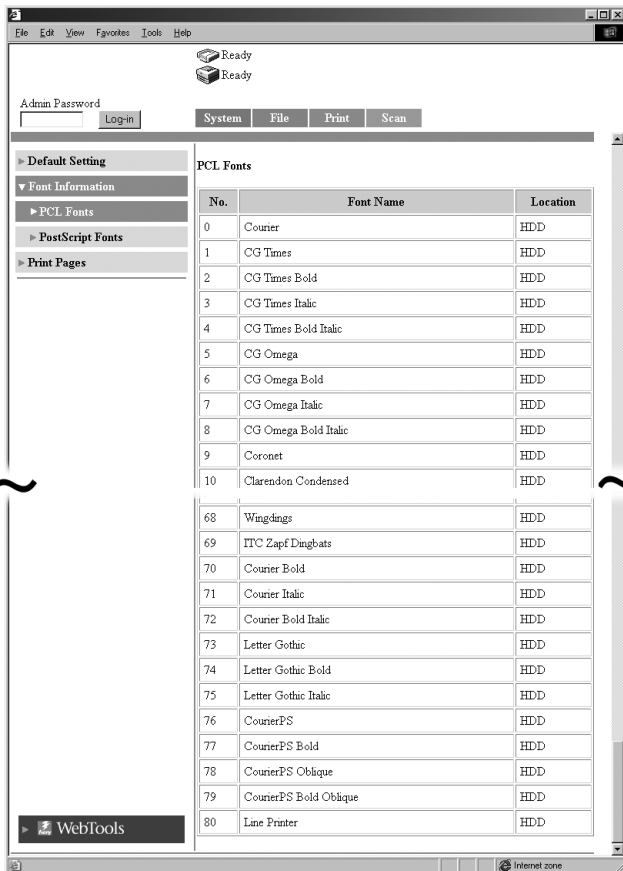
PostScript Font

This screen appears when you click the [PostScript Font] sub-menu under the [Font Information] menu. It shows a list of PostScript fonts that are built into the image controller.
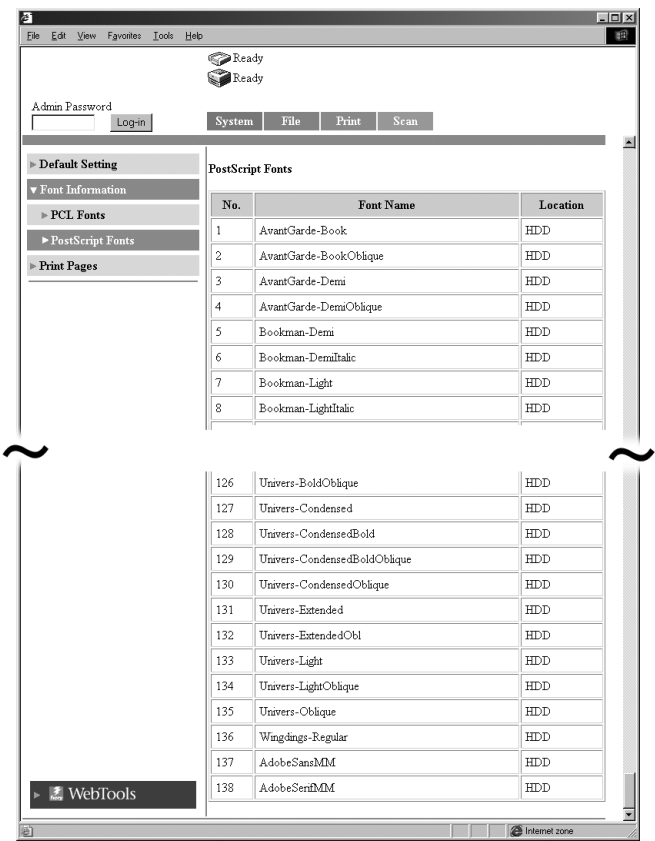
Print Pages

This screen appears when you click the [Print Pages] menu on the [Print] tab.
The screen is used to select the test page to be printed and execute the printing.
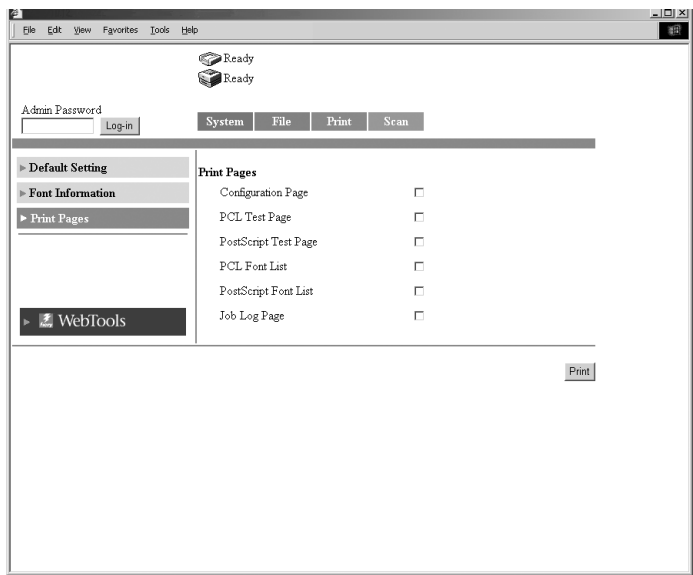
1.4.4 Scan Tab

The [Scan] tab is used to configure the scanner mode. (For details on the scanner mode, see chapter 2, " Using the Scanner Mode".)

One-Touch Key Registration

This screen appears when you click the [One-Touch Key Registration] menu on the [Scan] tab. You can use this screen to register the transmission destination of the scanned data beforehand.
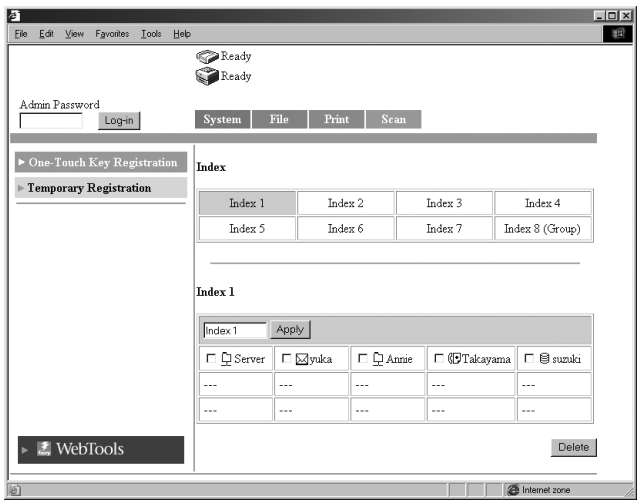
Index:	Click a preset index name. The destination names that are registered in the selected index are displayed at the lower section of the screen (one-touch list).
Index Name:	Preset index names are shown in the one-touch list at the lower section of the screen. You can change the index name here. (Enter up to 10 characters.)

Transmission Method:

> The transmission method for the registered destination names is shown using icons.

⊠   : Scan to E-mail icon

               : Scan to FTP Server icon

               : Scan to Mailbox icon

               : Internet FAX icon

[Apply] button: Click the button to register the index name that you entered.

[Delete] button: Select the check boxes at the left of the destination names and click this button to clear the selected destination names from the index.

Note

- The group registration of destination names for Scan to E-mail and Internet FAX is valid only on [Index 8].

Registering a New Destination

Click an unregistered box (---) in the one-touch list at the lower section of the screen to display a registration screen for a new destination.
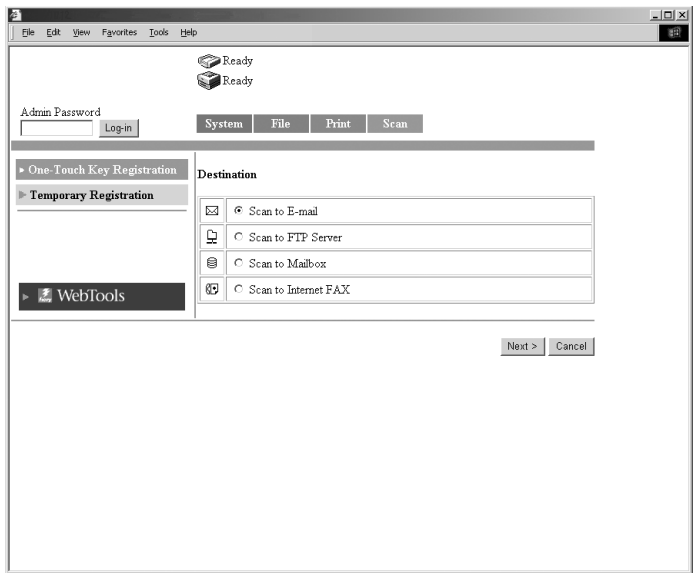
Click the transmission method for the recipient.

- Scan to E-mail (☞ p. 2-37, p. 2-43)

- Scan to FTP Server (☞ p. 2-39)

- Scan to Mailbox (☞ p. 2-41)

- Scan to Internet FAX (☞ p. 2-42, p. 2-43)

Click the [Cancel] button to return to the previous screen.

Changing the Setting of a Registered Destination

Click the destination name you wish to change from the one-touch list at the lower section of the screen to display a screen used to register or change the recipient information.

Temporary Registration

This screen appears when you click the [Temporary Registration] menu on the [Scan] tab. You can use this screen to register the transmission destination and settings for the scan data used only for a single job.
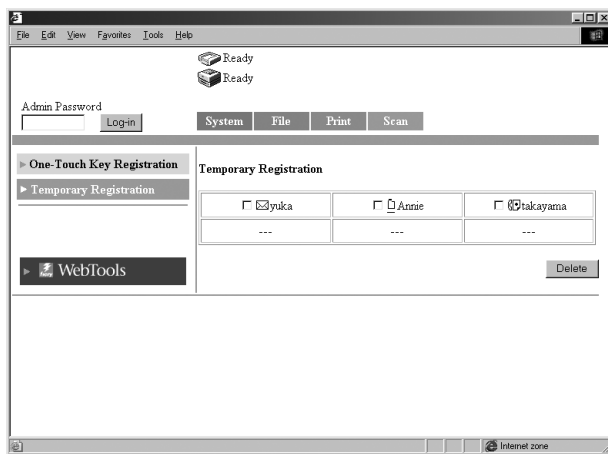
Temporary Registration Name:

Click a preset name to display a setup confirmation screen.

Transmission Method:

The transmission method of the registered destination names is shown using icons.

⊠ : Scan to E-mail icon

Ｃ : Scan to FTP Server icon

🖫 : Scan to Mailbox icon

📠 : Internet FAX icon

[Delete] button: Select the check boxes at the left of the names and click this button to clear the selected temporary registration names.

Note

• The temporary registration is cleared when the job is executed.

Registering a New Setting

Clicking an unregistered box (---) on the Temporary Registration screen display a new registration screen.
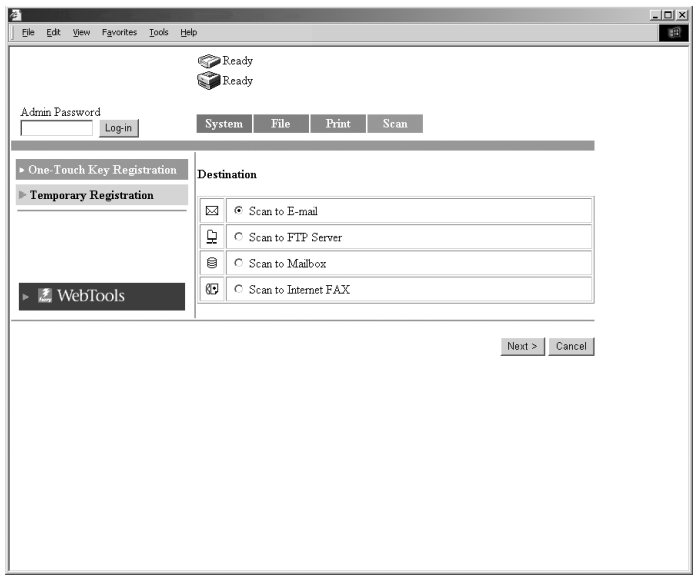
Click the transmission method.

- Scan to E-mail (☞ p. 2-37)
- Scan to FTP Server (☞ p. 2-39)
- Scan to Mailbox (☞ p. 2-41)
- Scan to Internet FAX (☞ p. 2-42)

Click the [Cancel] button to return to the previous screen.

Confirming the Setting of a Registered Destination Name

Click a name from the Temporary Registration screen to display a setup confirmation screen.

[< Back] button: Click the button to change the settings to the entered or selected values and return to the previous screen.

1.5 Administrator Mode

By logging into PageScope Web Connection in the Administrator Mode, you can configure or confirm the image controller system.

For details on the log-in procedure in the Administrator Mode, see "Logging in Using the Administrator Mode" on page 1-6.

1.5.1 System Tab

On the [System] tab, information concerning the system configuration of the Digital Copier and settings are displayed.

Preference

This screen appears when you click the [Preference] menu on the [System] tab. The screen is used to specify settings concerning the screen display.
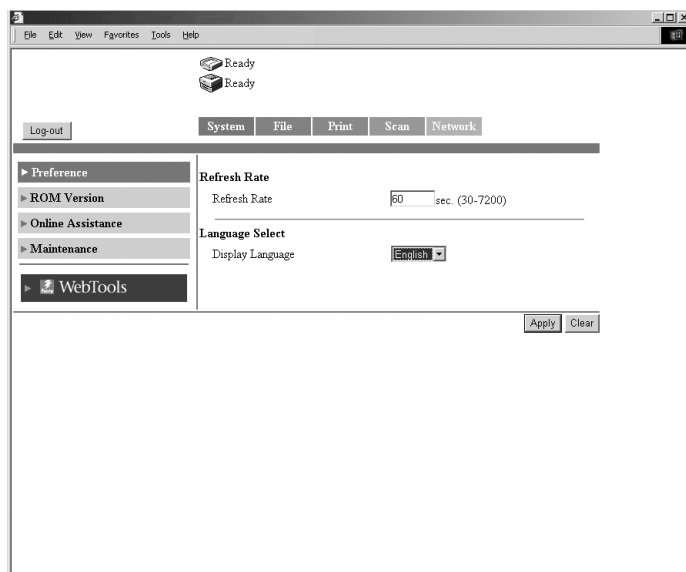
Refresh Rate: Sets the refresh rate of PageScope Web Connection.
      Settings   30 to 7200 sec.

Display Language:

Sets the display language of PageScope Web
Connection.

[Apply] button: Click the button to apply the new settings.

[Clear] button: Click the button to clear the settings that were entered
or selected.

ROM Version

This screen appears when you click the [ROM Version] menu on the [System] tab. It shows the ROM version of the copier, the firmware version of the controller, and other information.
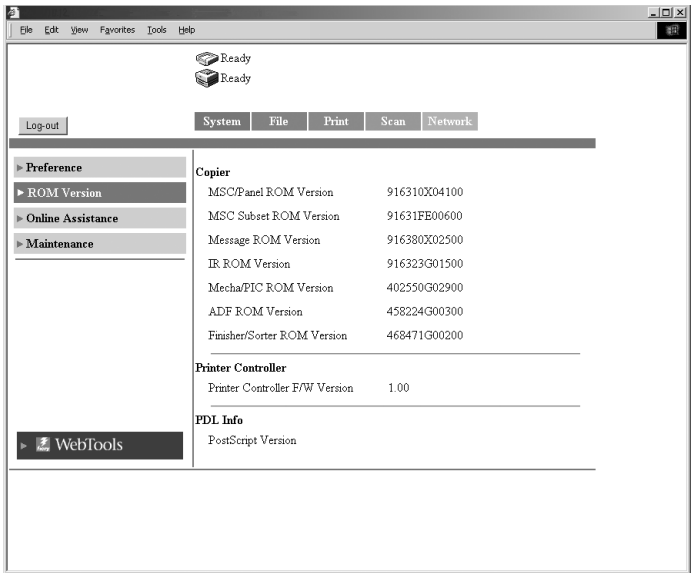
1.5 Administrator Mode

Online Assistance

This screen appears when you click the [Online Assistance] menu on the [System] tab. You can use the screen to enter information concerning product support.
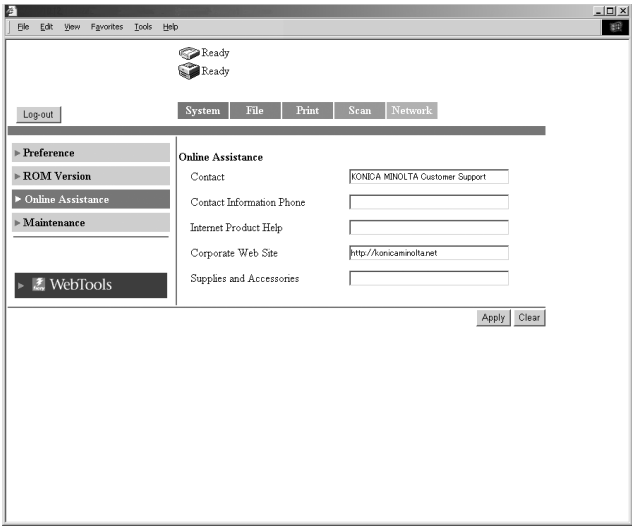
Contact: Enter the support contact for the product. (Can be changed).

Contact Information Phone:

Enter the phone number of the support contact for the product.

Internet Product Help:

Enter the URL of the product information Web site.

Corporate Web Site:

The URL of the manufacturer Web site. (Can be changed).

Supplies and Accessories:

Enter the contact for ordering consumables.

[Apply] button: Click the button to apply the new settings.

[Clear] button: Click the button to clear the settings that were entered or selected.

Maintenance

This screen appears when you click the [Maintenance] menu on the [System] tab. You can use the screen to restart the image controller or initialize the settings (reset to factory default settings).

Restart

This screen appears when you click the [Restart] sub-menu under the [Maintenance] menu. You can use the screen to restart the image controller.

Printer Controller/[Restart] button:

>Restarts the image controller. Click the [Restart] button to show a screen used to confirm whether to execute the restart operation. Click the [Yes] button on the confirmation screen to restart the image controller.

1.5 Administrator Mode

Initialize

This screen appears when you click the [Initialize] sub-menu under the [Maintenance] menu. You can use the screen to initialize the image controller settings (reset to factory default settings).
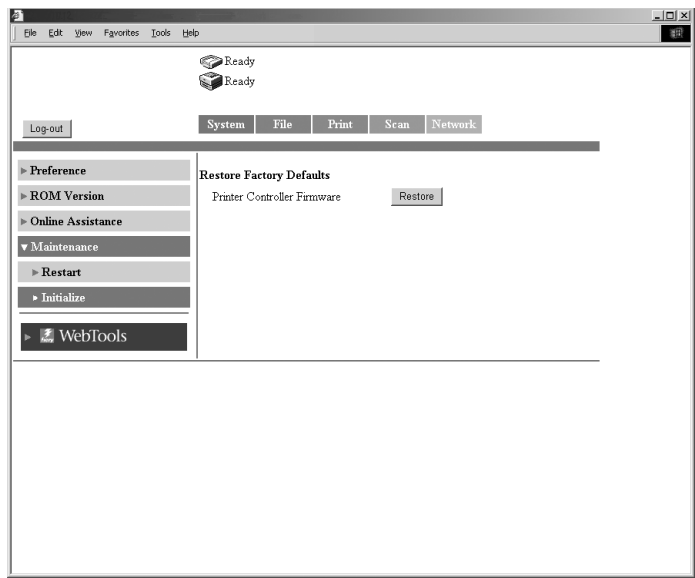
Printer Controller Firmware/[Restore] button:

Resets the image controller settings to factory default. Click the [Restore] button to show a screen used to confirm whether to execute the initialization. Click the [Yes] button on the confirmation screen to reset the image controller settings to factory default.

1.5.2 File Tab

The [File] tab is used to manage the mailboxes in the hard disk.

Mailbox

This screen appears when you click the [Mailbox] menu on the [File] tab. It shows a list of mailboxes in the hard disk.

Note

- The operation is similar to that of the mailboxes of the User Mode. See "Mailbox" on page 1-15.

[Create] button: Click the button to display a screen used to create a new mailbox.

Creating a Mailbox

Click the [Create] button on the mailbox list screen to show a screen used to create a mailbox.

Up to 20 mailboxes can be created.
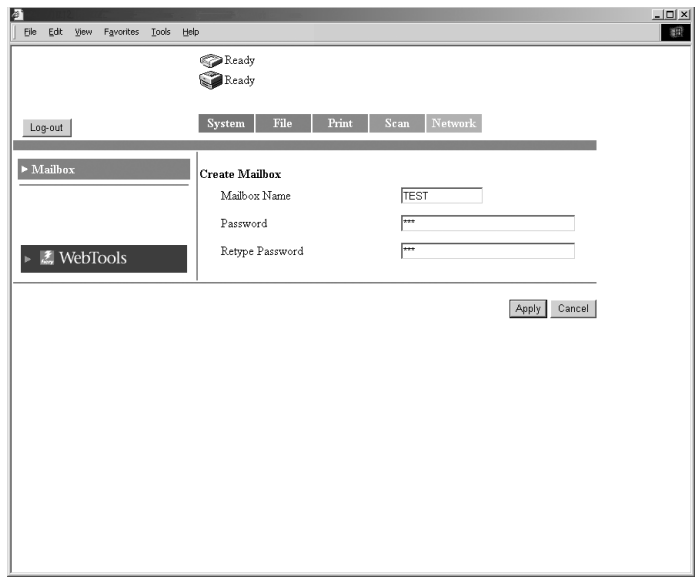
Mailbox Name: Enter the mailbox name.
(Enter up to 12 characters.)

Password: Enter the password. You can also select not to use a password.
(Enter up to 40 characters.)

Retype Password:

Re-enter the string that you entered in the "Password" box.

[Apply] button: Click the button to apply the new settings.

[Cancel] button: Click the button to clear the settings that were entered or selected.

Chapter 1

Using PageScope Web Connection

Deleting a Mailbox

To delete a mailbox, select the mailbox you wish to delete from the mailbox list and open the file list in the mailbox. (Enter the password as necessary.) Click the [Delete Mailbox] button at the lower right corner of the file list screen to delete the mailbox and return to the mailbox list screen.

Note

- When deleting a mailbox, also delete the one-touch key registration with the destination set to that mailbox. (The one-touch key registration is not automatically deleted.) (See p. 1-26.)

1.5.3 Print Tab

The [Print] tab is used to configure the image controller.

Local Interface

This screen appears when you click the [Local Interface] menu on the [Print] tab. The screen is used to show or set information concerning the local port.
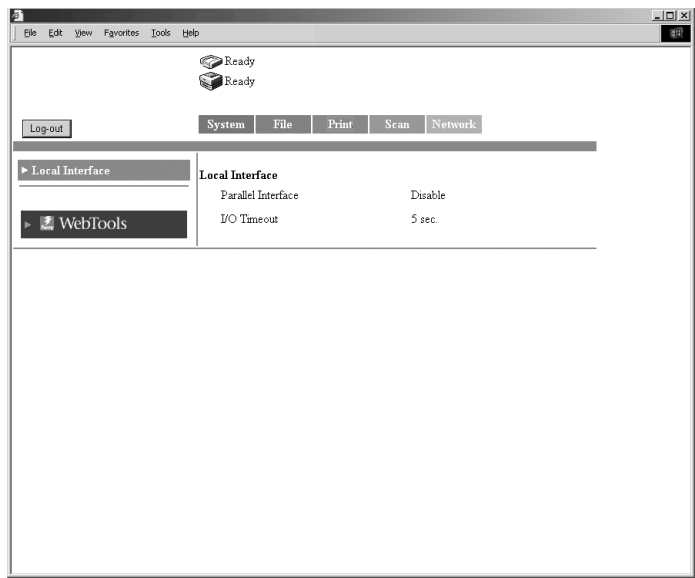
Parallel Interface:

> This setting is displayed when "Enable Parallel Port" is selected within controller setup mode.

I/O Timeout: Enter the wait time (second(s)) that is used to determine the completion of the job after the data received through the parallel port stops.

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1.5.4 Scan Tab

The [Scan] tab is used to enter and confirm settings concerning mail transmission and delete all one-touch keys.

Scan Setting

This screen appears when you click the [Scan Setting] menu on the [Scan] tab. The screen is used to enter and confirm settings concerning mail transmission.
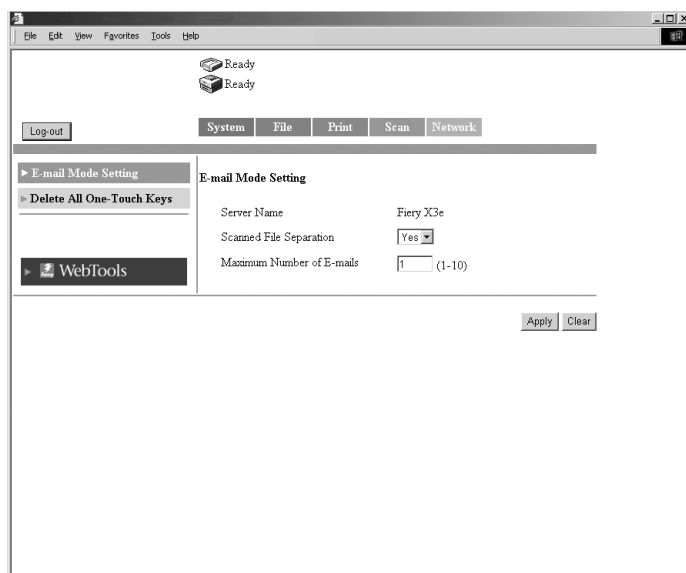
Server Name: Device name
The "server name" is added to the front of the name of the image file created by the scan function.
(See p. 2-50.)

Scanned File Separation:
Sets whether to divide the scan data by pages when the data exceeds the maximum size.

Settings   No or Yes

Maximum Number of E-mails:

> Specify the maximum number of separations that is
> allowed when the scan data is segmented for transmission.
> (See p. 2-19.)

Settings 1 to 10

[Apply] button: Click the button to apply the new settings.

[Clear] button: Click the button to clear the settings that were entered
or selected.

Delete All One-Touch Keys

This screen appears when you click the [Delete All One-Touch Keys] menu on
the [Scan] tab. The screen is used to delete settings registered to the one-touch
keys.
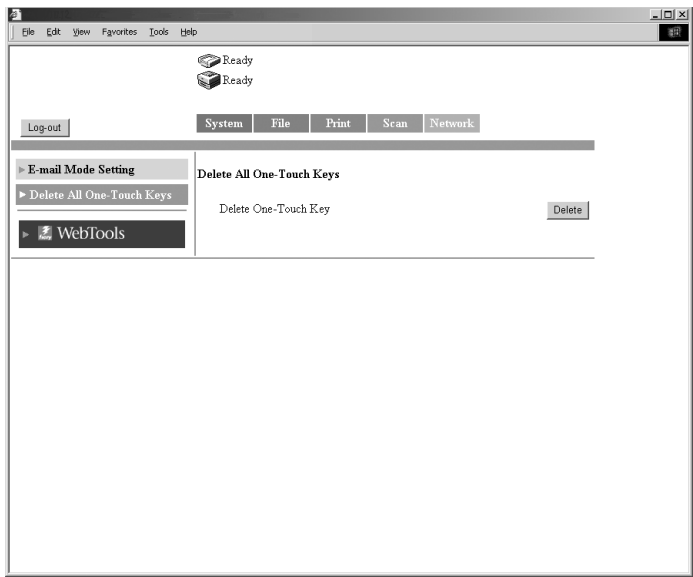
Delete One-Touch Key/[Delete] button:

> Click the button to delete all settings registered to the
> one-touch keys.

1.5.5   Network Tab

The [Network] tab shows settings concerning the IC-401 network.

Summary

This screen appears when you click the [Summary] menu on the [Network] tab. It shows a summary of the image controller interface (TCP/IP settings).
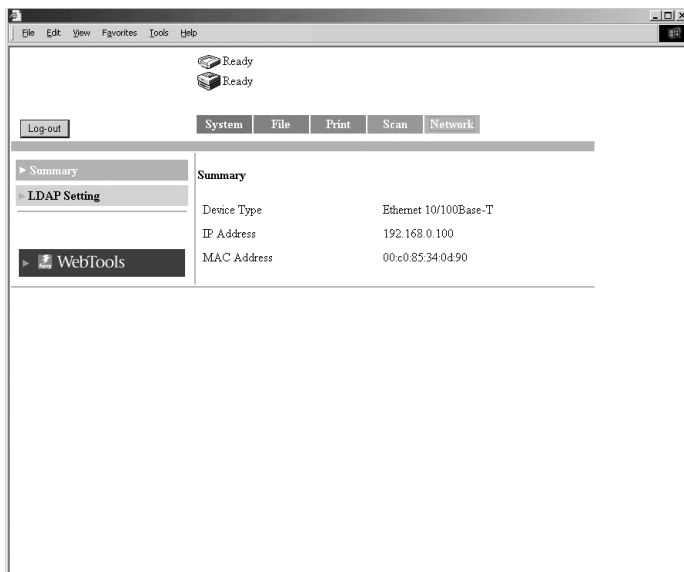
Device Type: Interface type

IP Address: IP address of the image controller

MAC Address: MAC address of the image controller

1.5 Administrator Mode

LDAP Setting

This screen appears when you click the [LDAP Setting] menu on the [Network] tab.

This screen is used to specify settings concerning LDAP search functions.

Note

- When using LDAP search functions with Fiery, a Kerberos authentication server (including DNS functions) must be provided.
- Because DNS name resolution is required with Kerberos authentication, the following DNS settings must be made to Fiery settings in advance.
  - DNS server IP address: Input the DNS server IP address.
  - Domain name: Input the name of the domain to which Fiery belongs.
  - Host name: Input the Fiery host name.
- If the settings for Time Zone / Date / Time in Fiery do not match the time settings in the LDAP server, then it may not be possible to connect to the LDAP server.
- If Internal Error=-5 is displayed when searching, this may mean that the LDAP server is not configured correctly. If this happens, please check LDAP server settings.

LDAP Function:

Use this setting to turn LDAP search on or off.

Domain Name: Input the name of the domain to which the LDAP server belongs.

LDAP Server Name/IP Address:

Input the LDAP server address.
The initial default setting is blank.
You can input the LDAP Server Name or IP Address.

Login Name: Input the user name.

Password: Input the password.
For LDAP authentication, care must be taken since the password is sent on the network with cleared text.

Port Number: Enter the LDAP server port number.
The initial default setting is 389.

Search Root: Input the search start point. (ex: dc=ldapsv, dc=local)
The initial default setting is blank.

Search Timeout:

> Input a timeout value (seconds) for LDAP communication.
> The initial default setting is 15 seconds.

Max Hit of number:

> Input a value that specifies the maximum number of hits that can be accepted for LDAP search results.
> The initial default setting is 30.

Expiration Rate:

> LDAP search results are retained within Fiery, which accesses the LDAP server at fixed intervals to update information. This specifies that interval for renewal.

[Check LDAP settings] button:

> Click this button to check whether the server can be accessed (logged into) using the currently configured settings.

[Apply] button: Click the button to apply the new settings.

[Clear] button: Click the button to clear the settings that were entered or selected.

Chapter 2

Using the Scanner Mode

2.1 Overview

The following types of scanner modes are available on the Digital Copier. Use the appropriate type that matches your network environment and application.

- Scan to E-mail:
  Sends scanned data as an attachment to an e-mail (☞p. 2-3)

- Scan to FTP Server:
  Sends scanned data to an FTP server (☞p. 2-4)

- Scan to Mailbox:
  Sends scanned data to the controller HDD (☞p. 2-5)

- Internet FAX:
  Attaches the scanned data to an e-mail and sends it to a device that supports Internet FAX (☞p. 2-6)

* Scanned data: Image data scanned using the Digital Copier.

Note

- This manual does not cover the operating procedures of Fiery Remote Scan 5. For details, see the manual that came with the controller.

2.1.1 Scan to E-mail

- Sends the scanned image data as an attachment file to an e-mail.

- Suitable for sending low-resolution data.

- Requires a network environment with a mail server.
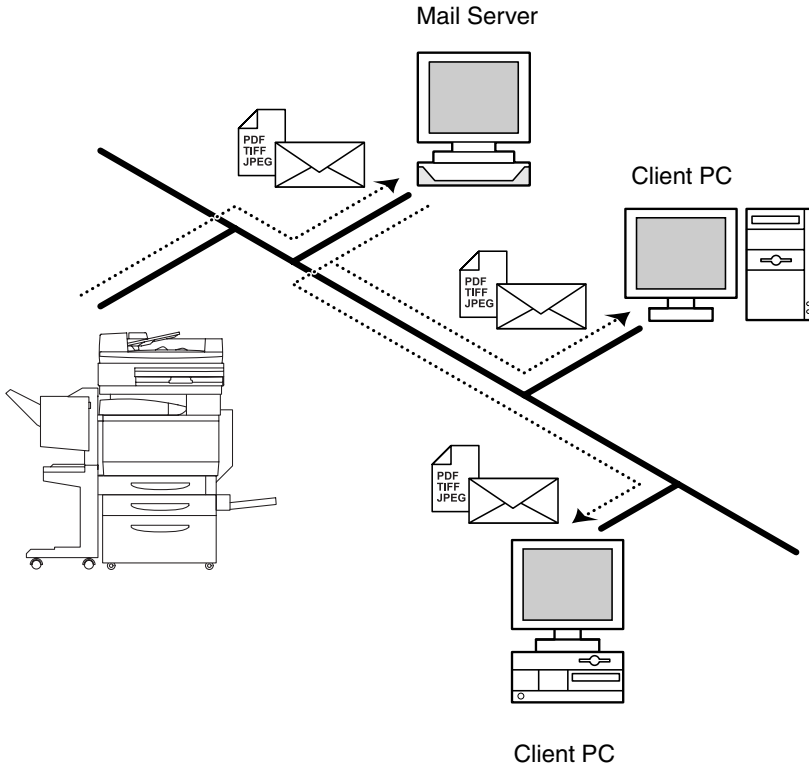
2.1.2 Scan to FTP Server

- Sends the scanned image data to a specified folder on the FTP server.

- Suitable for sending high-resolution data.

- Requires a network environment with an FTP server.

- Allows you to select whether to send information indicating the storage location of the image data by e-mail using the e-mail notification function (See p. 2-18). (A mail server is required for using the e-mail notification function.)

- Possible to access FTP servers on the Internet via a proxy server. (A proxy server is required.)
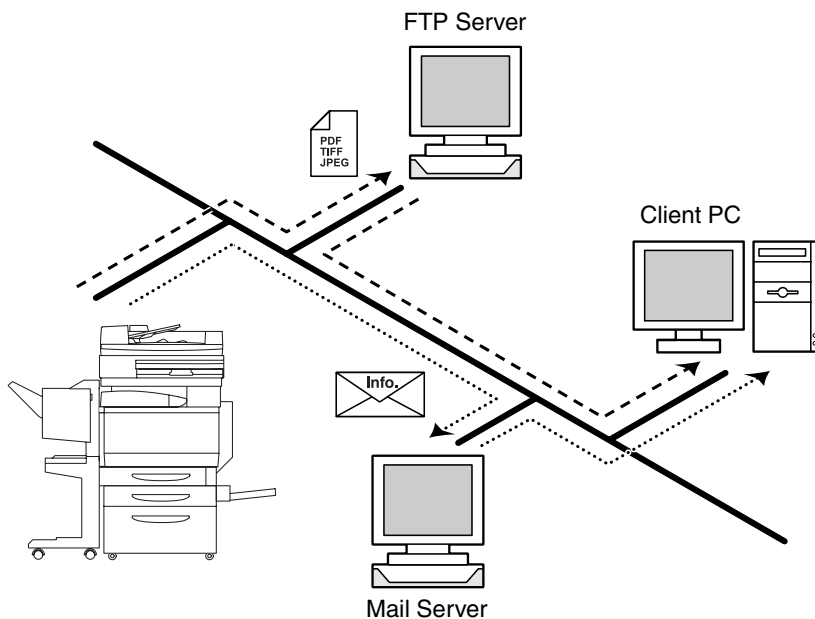
2.1.3 Scan to Mailbox

- Sends the scanned image data to a specified folder (Mailbox) on the controller HDD.

- Suitable for sending high-resolution data.

- Allows you to select whether to send information indicating the storage location of the image data by e-mail using the e-mail notification function (See p. 2-18). (A mail server is required for using the e-mail notification function.)

Box

PC

Info.

Optional
Hard Disk

Mail Server

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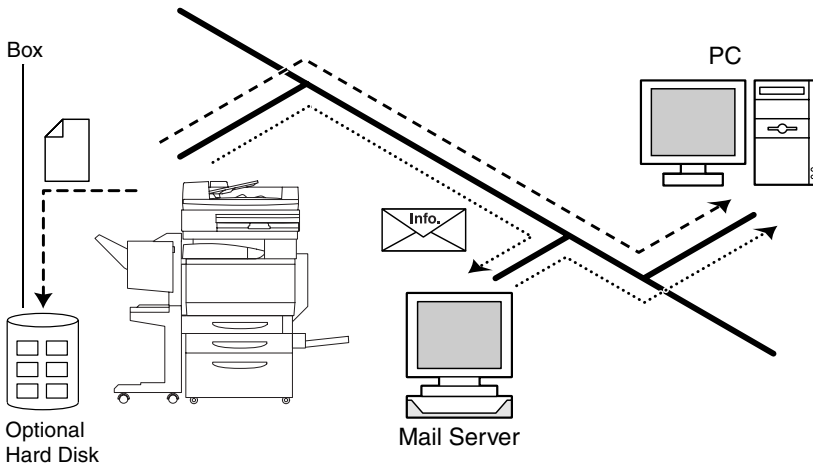
2.1.4   Internet FAX

Transmission

- Attaches the scanned image data to an e-mail and sends it to a device that supports Internet FAX.

- The image data is sent in the following format: TIFF, 200×200 dpi, monochrome, A4/Letter size, with MH compression.

Note

- When sending document data using Internet FAX, you must check whether the receiving side is capable of receiving Internet FAX in advance.
- If a document larger than A4/Letter size is scanned, the document is automatically compressed and transmitted as A4/Letter size.

Black
TIFF Format
200×200 dpi

TIFF

Device that supports
Internet FAX

Printout

Mail Server
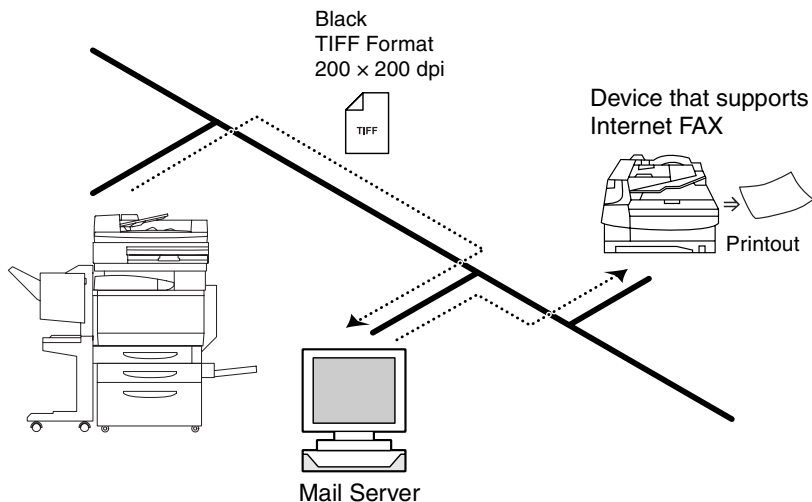
Reception

- Receives e-mails sent from a device that supports Internet FAX and prints out the data.

- The following image data can be received.
  TIFF format, 200×200 dpi/200×100 dpi, monochrome, A4/Letter size, and MH/MR/MMR compression.

Note

- If a document larger than A4/Letter size is received, the document is automatically compressed and printed as A4/Letter size.

Device that supports Internet FAX

Printout

Mail Server
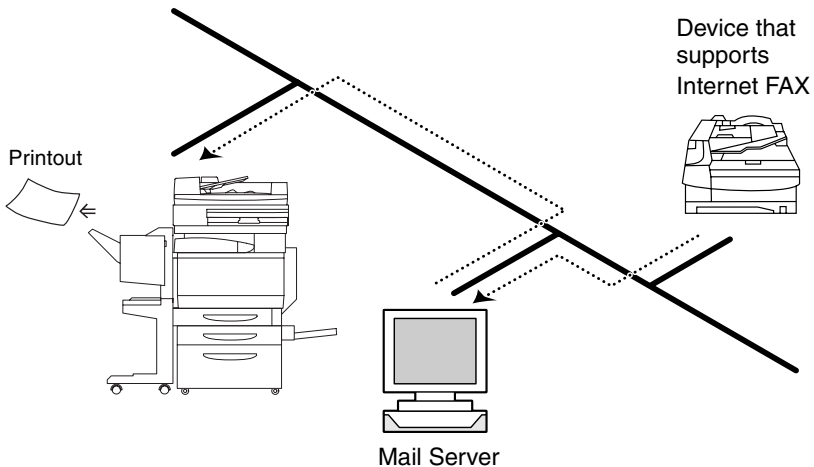
2.1.5 Environment Required for Sending Image Data

The following environment is required to send image data (send and receive for Internet FAX) using the scan function.

Note

- All scan functions can only be used under a TCP/IP network environment.

	Environment Required to Transfer Image Data	Environment Required to Receive Image Data	Other Limitations
E-mail	Mail server	Mail client computer	An upper limit file size may be specified on the mail server.
FTP	FTP server	FTP client computer	
Mailbox	None*1	Web browser	
Internet FAX transmission	Mail server	—	An upper limit file size may be specified on the mail server.
Internet FAX reception	—	Mail server	

*1: Since the image data is transferred directly to the mailbox in the controller HDD, servers such as the mail server are not needed.

2.2 Controller Setup Items

The following settings must be made on the controller side to use the scan function.

2.2.1 Network Protocol Settings

Network communications using the TCP/IP protocol must be possible. Use the [Setup Mode] on the controller operation panel to enter the settings. For details on the setup items and procedure, see the Controller User Manual.

2.2.2 Scan Settings

Use the "Administration Mode" of PageScope Web Connection and the [Setup Mode] on the controller operation panel to enter the settings. For details on PageScope Web Connection, see chapter 1, " Using PageScope Web Connection".

PageScope Web Connection	Scan to E-mail	Scan to FTP	Scan to Mailbox	Internet FAX
Administration Mode: [Scan] tab				
Server Name	○*	○*	○*	○*
Scanned File Separation	○	—	—	—
Maximum Number of E-mails	○	—	—	—
Administration Mode: [Network] tab				
LDAP Setting	●	●	●	●

○: required, —: Not required, ●: Required depending on the environment

*: Check the settings.

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Using the Scanner Mode

Controller Operation Panel	Scan to E-mail	Scan to FTP	Scan to Mailbox	Internet FAX
Setup Mode: [Service Setup]				
Enable Mailbox Password	—	—	○	—
Setup Mode: [Network Setup] — [Service Setup] — [FTP Setup]				
Enable FTP Services	—	○	—	—
Enable Proxy Setup	—	●	—	—
Proxy Server IP Address	—	●	—	—
Proxy Server Port Number	—	●	—	—
Proxy Server Timeout	—	●	—	—
Proxy Server User Name	—	●	—	—
Proxy Server User Password	—	●	—	—
Setup Mode: [Network Setup] — [Service Setup] — [E-Mail Setup]				
Enable E-mail Services	○	—	—	○
Enable Print Via E-mail	—	—	—	○
Outgoing Server	○	—	—	○
Incoming Server	—	—	—	○
Server Type	—	—	—	○
Fiery Email User Name	●*1	—	—	●*1
Fiery Email Domain Name	●*1	—	—	●*1
Account Name	—	—	—	○
Password	—	—	—	○
Administrator Email User Name	●*2	—	—	●*2
Administrator Email Domain Name	●*2	—	—	●*2
Timeout (Sec)	○	—	—	○
Polling Interval	—	—	—	○
Maximum Scan File Size	○	—	—	—

○: required, ●: Required depending on the environment, —: Not required

*1: The sender (From) address is Fiery Email User Name@Fiery Email Domain Name. (See p. 2-20.)

*2: Administrator Email User Name@Administrator Email Domain Name is the error notification destination if the mail does not reach the recipient for some reason. (See p. 2-20.) However, if the mail is not transmitted, the error is not notified.

2.3 Setup Items for Scanning

When transferring image data using the scan function, the following items can be entered on the copier operation panel.

2.3.1 Entering the Setup Screen

1. Press the [Scan] key.
2. Touch the desired tab from [Address], [Scan Mode], [Original Setting], and [MISC].
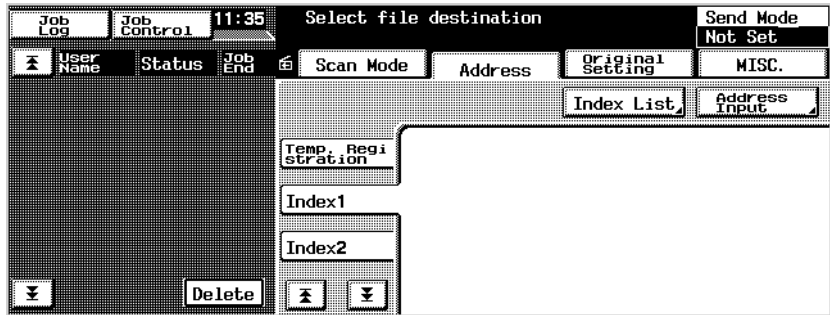
2.3.2 Address Tab

You can specify the transmission destination of the image data.

```
┌─────────────────────────────────────────────────────────────────────┐
│ ┌────┐ ┌───────┐ 11:35  Select file destination      ┌─Send Mode──┐ │
│ │Job │ │ Job   │                                      │ Not Set    │ │
│ │Log │ │Control│                                      └────────────┘ │
│ ┌─┐┌────┐ ┌──────┐┌──┐ ┌─────────┐┌─────────┐┌────────┐ ┌────────┐  │
│ │▲││User│ │Status││Job│ │Scan Mode││ Address ││Original│ │ MISC.  │  │
│ └─┘│Name│ └──────┘│End│ └─────────┘└─────────┘│Setting │ └────────┘  │
│    └────┘         └──┘               ┌──────────┐┌──────────┐        │
│                                      │Index List││ Address  │        │
│                                      └──────────┘│ Input    │        │
│                              ┌─────────┐         └──────────┘        │
│                              │Temp. Regi│                           │
│                              │stration  │                           │
│                              ├─────────┤                           │
│                              │ Index1  │                           │
│                              ├─────────┤                           │
│                              │ Index2  │                           │
│ ┌─┐          ┌──────┐ ┌─┐┌─┐                                        │
│ │▼│          │Delete│ │▲││▼│                                        │
│ └─┘          └──────┘ └─┘└─┘                                        │
└─────────────────────────────────────────────────────────────────────┘
```
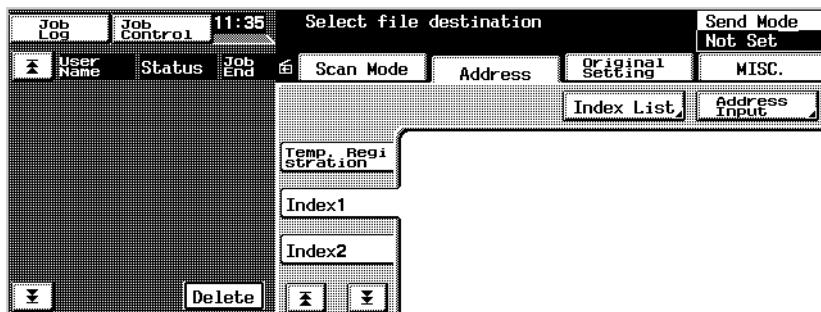
[Temp. Registration]:

Key registered using [Temp Registration] on PageScope Web Connection. After the scanning is complete, the key is automatically cleared.

[Index]: Touch Index to show the key registered using [One Touch Key Registration] on PageScope Web Connection.

[Address Input]:

When transferring image data using e-mail or Internet FAX, you can send the data by directly entering the mail address. (One address only)

Note

- Multiple transmission destinations can be specified for mail transmission and Internet FAX. You can specify up to 50 addresses using up to 1800 characters.
  In addition, addresses can be specified using the one-touch key and address entry (one address entry only) simultaneously.

[MISC]: When transferring image files using "Scan to FTP Server" or "Scan to Mailbox", you can select the e-mail notification destination (see p. 2-18) from the registered one-touch keys.

Note

- The [Notification Address] that is selected under the [MISC] tab has priority over [Notification Address] that is registered to the one-touch key.

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Using the Scanner Mode

2.3.3 Scan Mode Tab

You can specify the transmission method of the document.

```
┌────────┬────────┬──────┬──────────────────────────────┬─────────────┐
│  Job   │  Job   │11:38 │ Address has not been typed.    │  Send Mode  │
│  Log   │ Control│      │                                │   Not Set   │
├────────┼────────┼──────┼──────────┬─────────┬───────────┼─────────────┤
│ User   │ Status │ Job  │Scan Mode │ Address │ Original  │    MISC.    │
│ Name   │        │ End  │          │         │ Setting   │             │
│        │        │      ├──────────┼─────────┼───────────┼─────────────┤
│        │        │      │  Black   │ 200dpi  │ ◀□□□□□■□□▶ │   Auto      │
│        │        │      │          │         │           │  Detect     │
│        │        │      ├──────────┼─────────┼───────────┼─────────────┤
│        │        │      │Color/File│Resolution│Background │  Scan Size  │
│        │        │      │          │          │Removal    │             │
│   ▼    │    Delete     │          │          │           │             │
└────────┴───────────────┴──────────┴──────────┴───────────┴─────────────┘
```
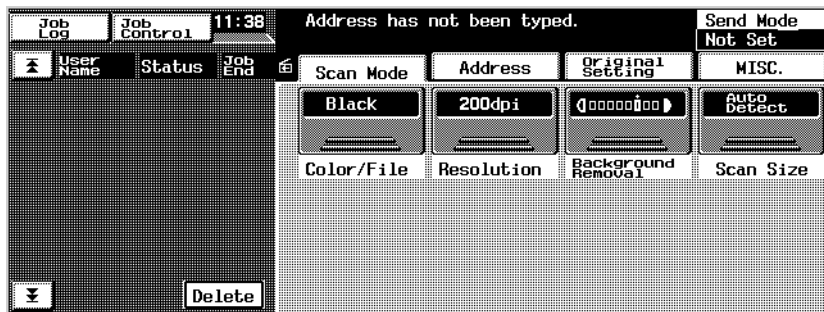
[Color/File]:   Specifies the color mode, data format, and compression
                method.

Settings

Color mode   : Full Color, Grayscale, or Black
File Format   : PDF, TIFF, or JPEG

Note

- If the transmission destination is set to a mailbox, the file format is
  specified when the data is downloaded from the mailbox to the
  computer. You do not have to set the format using [File Format] on
  this screen.

Compression Level   : High Quality, Standard, or High Compression

Note

- If [Color Mode] is set to [Black], [Compression Level] does not
  appear.

[Resolution]:   Specifies the resolution.
                Settings   200 dpi, 300 dpi, 400 dpi, 600 dpi

[Background Removal]:

>>>Enter settings concerning background remove and document brightness.

Background Removal Enter settings concerning background remove.

>>>**Settings**

>>>Auto or manual (-5 (maximum removal) to +2 (minimum removal): 8 levels)

Brightness>>>Specify the brightness of the document.

>>>**Settings**

>>>-3 (brightest) to +3 (darkest): 7 levels

[Scan Size]:>>Specify the scan size of the document.
You can also specify an arbitrary size (in unit of millimeter or 1/16 inch).
In addition, you can also specify the erase position and erase width.

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2.3.4 Original Setting Tab

You can specify the document type.

```
┌──────────────────────────────────────────────────────────────────────┐
│ Job   │ Job     │11:39│ Address has not been typed.  │ Send Mode        │
│ Log   │ Control │     │                              │ Not Set          │
├───────┬─────────┬─────┬──────────┬─────────┬──────────┬────────────────┤
│⮝ User │ Status  │ Job │🗐 Scan Mode│ Address │ Original │    MISC.        │
│  Name │         │ End │           │         │ Setting  │                 │
├───────┴─────────┴─────┴──────────────────────────────────────────────┤
│                        │ Document Mode                                  │
│                        │                                                │
│                        │  ┌──┐                           ┌──────────┐   │
│                        │  │░░│                           │ Original │   │
│                        │  └──┘                           │ Direction│   │
│                        │                                 └──────────┘   │
│                        │  ┌───────────┐                  ┌──────────┐   │
│                        │  │    1      │                  │ Mixed    │   │
│                        │  └───────────┘                  │ Original │   │
│                        │  ┌───────────┐                  └──────────┐   │
│                        │  │    2      │                  │ Separate │   │
│ ⮟           │ Delete │  └───────────┘                  │ Scan     │   │
│                        │  │ Book Copy │                  └──────────┘   │
└──────────────────────────────────────────────────────────────────────┘
```
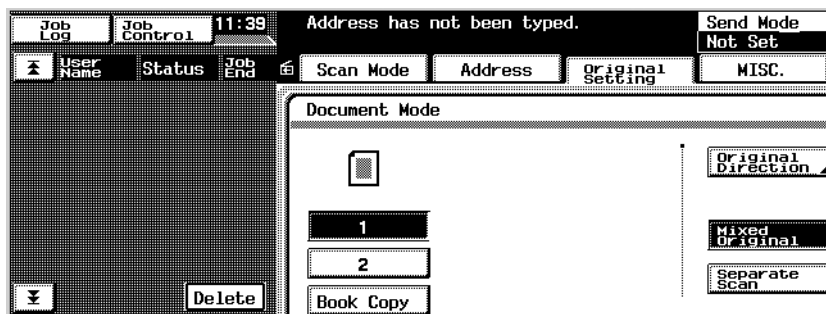
[Document Mode]:   Specify the document scan mode.

    Settings   1, 2 or Book Copy

[Margin]:   Specify the direction of the margin of the document for duplex printing.

    Settings   left binding or top binding

[Original Direction]: Specify the image direction with the document set in the tray.

    Settings   Not selected (auto detection),
                          Portrait document Wide/Tall,
                          Landscape Wide/Tall,

Note

• If an image data that results from scanning a document larger than A4/Letter size is displayed on the computer, it is displayed as a portrait image.

[Mixed Original]:   To scan documents of different sizes, select the [Mixed Original] key.

[Separate Scan]:   If "Separate Scan" is selected, the following data is handled as a single job: the data that is scanned until the [Finish] key that appears on the control operation panel after the scan operation complete is selected.

2.3.5 Checking the Settings on the Destination Device

Press the [Check] button to view the settings on the destination device.
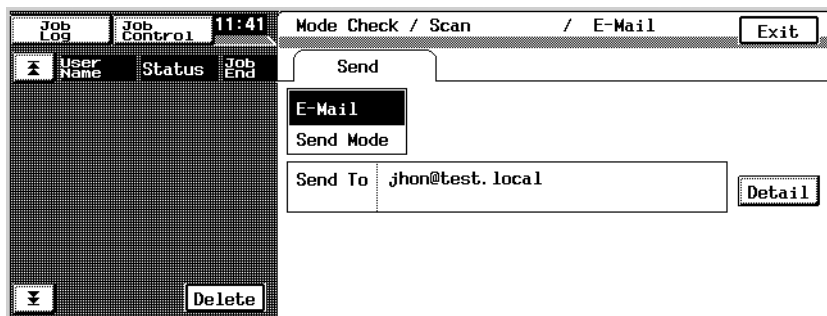
2.3.6 Registering the Scan Mode Default Settings

You can arbitrary specify the default settings of the Scan Mode.

1. Press the [Scan] key on the copier operation panel to enter the Scan Mode.
2. Select the setting to make the default value in the Scan Mode.
3. Press the [Utility] key.
4. Touch [Store].
5. Touch [Reset Mode].
6. Touch [Current Mode].
7. Touch [Enter].

You can set the default settings of the Scan Mode to factory default by touching [Factory Default].

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2.4   E-Mail Notification

The e-mail notification function is used to notify using an e-mail the information indicating the storage location of the image data that the scan function created. The image data is not attached to the mail. The side receiving the mail can refer to the information written in the mail text to access the storage location of the image data.

When transmitting image data by selecting a one-touch key (see p. 2-35) that has server transmission or mailbox registered and a Notification Address is set to the selected one-touch key, an e-mail notification is transmitted. You can also specify Notification Address on the operation panel of the copier. (See p. 2-12.)

Note

- Mails that are transmitted by the e-mail notification function are transmitted according to the mail transmission settings. You must set the mail transmission settings to use the e-mail notification function.

2.4.1   Notified Information

The following information is notified by mail.

For server transmission

- IP address of the FTP server
- Directory in which the image data is saved
- File name of the image data

Note

- You may need to enter a user name and a password to access the FTP server.
- The user name and password are not notified by mail.

For mailbox transmission

- http://IP address of the controller

- Mailbox name

- File name of the image data

Note

- You may need to enter a password to access the mailbox.
- The password is not notified by mail.

2.5 URL Notification

The URL notification function is used to notify using an e-mail the URL indicating the storage location of the image data that the scan function created. The image data is not attached to the URL notification mail. The side receiving the URL notification mail can double-click the URL written in the e-mail text to access the storage location of the image data.

A URL notification mail is transmitted in the following cases.

When the size of the mail exceeds the upper limit specified by Maximum Scan File Size (see p. 2-23) on the Scan to E-mail function
In this case, the image data is saved to the controller HDD, and a URL indicating the storage location is transmitted by mail.

Note

- URL notification mails are transmitted according to the mail transmission settings. You must set the mail transmission settings to use the URL notification function.
- If Scanned File Separation (see p. 2-24) is set to Yes and the upper mail limit specified by Maximum Scan File Size is exceeded, the image data is first segmented into pages and transmitted. Therefore, the URL notification mail is not transmitted.
  However, if the upper mail limit specified by Maximum Scan File Size is exceeded even after separating the data up to the number specified by Maximum Number of E-mails, the image data is saved to the controller HDD, and a URL notification mail is transmitted. (The image data is stored to the HDD without separation.)

2.6 Entering the Controller Setup Screen

You can enter the controller settings from PageScope Web Connection (see chapter 1, " Using PageScope Web Connection") or the controller operation panel that is displayed on the copier operation panel. To configure the controller from the controller operation panel, you must display the setup screen.

Displaying the Setup Screen

1. On the copier operation panel, touch [Utility] — [Controller Details].
2. On the controller operation panel, touch [MENU].
3. Use the up and down keys to show [Run Setup].
4. Touch the key to the right of [Run Setup] to show [Continue to Setup?].
5. Touch the key to the right of [OK] to show the setup screen.

2.7 Setting the Error Notification Destination

You can carry out the following steps to specify the destination to notify errors when mails transmitted using the Scan to E-mail, Internet FAX transmission, e-mail notification function, or URL notification function do not reach the destination address. However, if the mail is not transmitted, the error is not notified.

1. Show the setup screen from the controller operation panel.
2. Select [Network Setup] — [Service Setup] — [E-Mail Setup] and enter the following settings.

   [Administrator Email User Name]:

   > Specify the E-mail user name of the controller administrator.

   [Administrator Email Domain Name]:

   > Specify the mail server domain name to which the administrator belongs.

Note

- Administrator Email User Name＠Administrator Email Domain Name is the error notification destination.

2.8 Setting the Sender (From) Address

You can carry out the following steps to specify the mail address that appears in the sender (From) line of the mail transmitted by Scan to E-mail, Internet FAX transmission, e-mail notification function, and URL notification function.

1. Show the setup screen from the controller operation panel.
2. Select [Network Setup] — [Service Setup] — [E-Mail Setup] and enter the following settings.

    [Fiery Email User Name]:

    > Specify the mail user name of the sender.

    [Fiery Email Domain Name]:

    > Specify the mail server domain name to which the sender belongs.

Note

*   The sender (From) address is Fiery Email User Name@Fiery Email Domain Name.

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2.9 Scan to E-Mail Function

Below is the setup and operation flow of the mail function.

Location of operation

| A Set the controller | Controller operation panel PageScope Web Connection (See p. 2-23.) |

| B Register the one-touch key or temporary registration key (You can also enter the address directly from the copier operation panel. See p. 2-12) | PageScope Web Connection (See p. 2-35.) |

| C Enter scan settings | Copier operation panel (See p. 2-11.) |

| D Set the document and transfer the image data to the mail server | Copier operation panel |

| E Retrieve mail | Mail client computer (See p. 2-25.) |

Note

- Image data is transmitted using port number "25".

2.9.1 Setting the Controller

To perform mail transmission, enter the settings for accessing the mail server (SMTP server).

1. Show the setup screen from the controller operation panel.
2. Select [Network Setup] — [Service Setup] — [E-Mail Setup] and enter the following settings.

    [Enable E-mail Services]:
    > Select "Yes".

    [Outgoing Server]:
    > Enter the IP address of the mail server (SMTP).

    [Time Out (sec)]:
    > Set the timeout value for accessing the mail server. Unless there is a specific reason to do so, use the default value.
    >
    > (common setting for the SMTP server and POP3 server)

    [Maximum Scan File Size]:
    > Set the maximum transmission mail size.
3. Start PageScope Web Connection.
4. Enter the password and log into the Administrator Mode.

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5.   Select [Scan Setting] from the [Scan] tab.
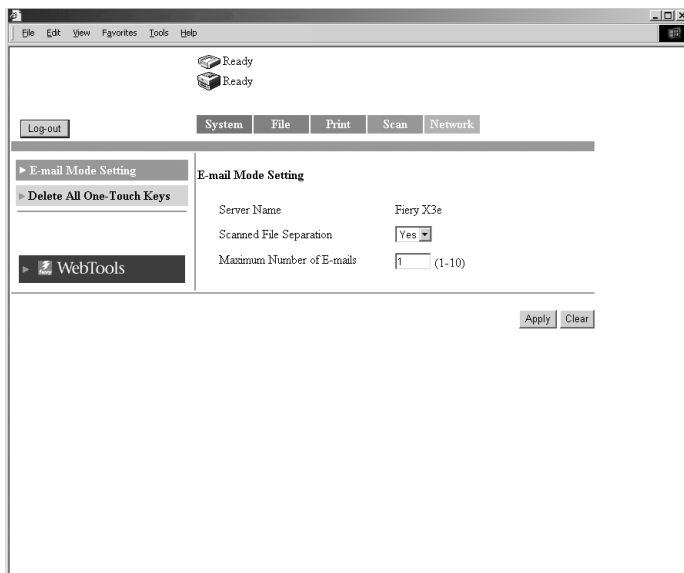
Server Name: The "server name" is added to the beginning of the
               name of the image file created by the scan function.
               (see p. 2-50)

Scanned File Separation:

               If set to "Yes", the image data is segmented into pages
               and transmitted when the upper limit specified by
               Maximum Scan File Size is exceeded.

      For the correlation between Maximum Scan File Size (see p. 2-23),
      Scanned file Separation, and URL notification function, see "URL
      Notification" on page 2-19.

Maximum Number of E-mails:

               Specify the number of separations that is allowed when
               the mail is segmented for transmission.

      For the correlation between Maximum Scan File Size (see p. 2-23),
      Scanned File Separation, URL notification function, and Maximum
      Number of E-mails, see "URL Notification" on page 2-19.

2.9.2 Retrieving Mails

To retrieve mails transferred to the mail server, you must access and retrieve the mail using the mail client computer.

For details on the operation of your mail client software, see the manual or help provided with the software program.

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2.10 Scan to Mailbox Function

Below is the setup and operation flow of the Scan to Mailbox function.
(For details on the hold period of the image data in the mailbox, see p. 2-52.)

Location of operation

| A Set the controller | Controller Operation Panel (See p. 2-27.) |

| B Create a mail box | PageScope Web Connection (See p. 2-28.) |

| C Register the one-touch key or temporary registration key | PageScope Web Connection (See p. 2-35.) |

| D Enter scan settings | Copier operation panel (See p. 2-11.) |

| E Set the document and transfer the image data to the mailbox in the controller HDD. | Copier operation panel |

| F Download the image data to the computer | WebTools (See p. 2-29) |

Note

- If you use Fiery Remote Scan, you can download the image data in the mailbox to the computer or transfer the data via FTP, E-mail, and other means. For details, see the Controller User Manual.

2.10.1 Setting the Controller

Enter the setting for allowing passwords to be assigned to mailboxes.

1. Show the setup screen from the controller operation panel.
2. Select [Server Setup] and enter the following settings.

[Enable Mailbox Password]:

Select "Yes" to allow passwords to be assigned.

2.10.2 Creating a Mailbox

Create a mailbox, a storage location of the image data.

Note

• "Admin", "Operator", and "Guest" are registered by default.

1. Start PageScope Web Connection.
2. Enter the password and log into the Administrator Mode.
3. Select [Mailbox] from the [File] tab.
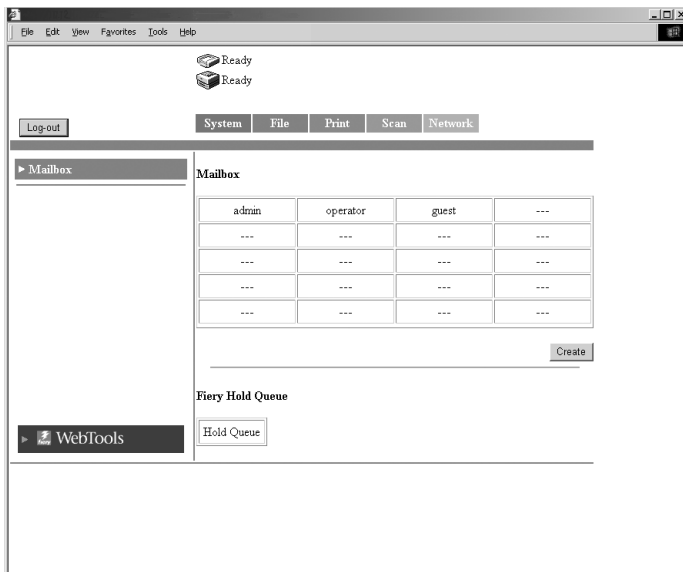
4. Click [Create] to open the Create Mailbox screen.

    Enter settings for "Mailbox Name", "Password", and "Retype Password" and click [Apply].

Note

• Up to 20 mailboxes can be created (including "Admin", "Operator", and "Guest").

2.10.3 Downloading the Image Data to the Computer

Download the image data from the mailbox in the controller HDD to your computer. Download the image data using WebTools.

1. Start PageScope Web Connection.
2. Click [WebTools].
3. Click [WebScan].
4. Enter the mailbox name in [Mailbox] and click [Refresh].
5. Enter the password in the password input dialog box.

    A list of stored image data is displayed.

6. Click the file to be downloaded.
7. Select [File Format].
8. Click [Save As] to download the file.

Note

- If the e-mail notification address is specified, the information indicating the storage location of the image data is notified by mail.

2.11 Scan to FTP Server Function

Below is the setup and operation flow of the Scan to FTP Server function.

Location of operation

| A Enable the FTP transfer function
   (Enter proxy settings as necessary. See p. 2-31.) | Controller operation panel (See p. 2-31.) |

| B Register the one-touch key or
   temporary registration key | PageScope Web Connection (See p. 2-35.) |

| C Enter scan settings | Copier operation panel (See p. 2-11.) |

| D Set the document and transfer the
   image data to the FTP server | Copier operation panel |

| E Retrieve the image data | FTP client computer or PageScope Web Connection (See p. 2-32.) |

Note

- Image data is transferred using port number "21". Passive mode is not suported.

2.11.1 Enabling the FTP Transfer Function

1. Show the setup screen from the controller operation panel.
2. Select [Network Setup] — [Service Setup] — [FTP Setup] and enter the
    following settings.

    [Enable FTP Services]:
    Select "Yes".

2.11.2 Proxy Settings

Enter proxy settings as necessary. (Consult your network administrator to see
if proxy settings are required and the setup details.)

1. Show the setup screen from the controller operation panel.
2. Select [Network Setup] — [Service Setup] — [FTP Setup] and enter the
    following settings.

    [Enable Proxy Setup]:
    Select "Yes" to enable the proxy settings.

    [Proxy Server IP Address]:
    Enter the IP address of the proxy server.

    [Proxy Server Port Number]:
    Specify the port number of the proxy server.

    [Proxy Server Timeout]:
    Set the timeout value.

    [Proxy Server User Name]:
    Enter the user name of the proxy server.

    [Proxy Server User Password]:
    Enter the password of the proxy server.

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2.11.3 Retrieving the Image Data

Retrieve the image data from the FTP server.

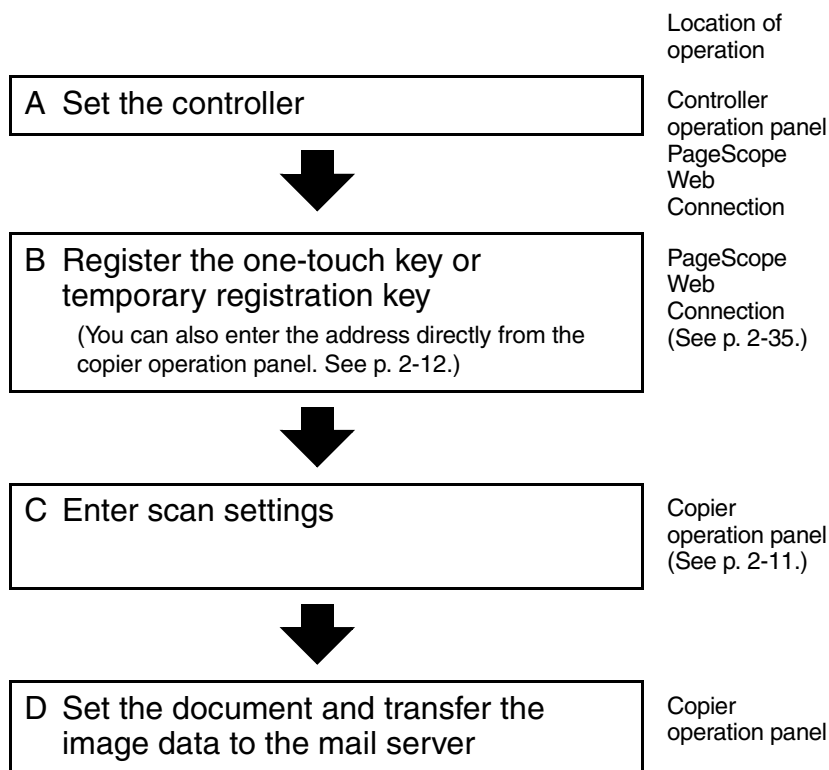The method for retrieving the image data varies depending on the following cases.

Access the FTP server from your FTP client computer and download the image data. You may need to enter a user name and a password to access the FTP server.

Note

- If the e-mail notification address is specified, the information indicating the storage location of the image data is notified by mail. (See p. 2-18.)

2.12 Internet FAX Transmission Function

Below is the setup and operation flow of the Internet FAX transmission function.

Location of operation

| A Set the controller | Controller operation panel PageScope Web Connection |

| B Register the one-touch key or temporary registration key
(You can also enter the address directly from the copier operation panel. See p. 2-12.) | PageScope Web Connection (See p. 2-35.) |

| C Enter scan settings | Copier operation panel (See p. 2-11.) |

| D Set the document and transfer the image data to the mail server | Copier operation panel |

2.12.1 Setting the Controller

Internet FAX Transmission Settings

The image data is transmitted using the same settings as for Scan to E-mail. For details, see the settings of the "Scan to E-mail" controller (p. 2-23).

Note

- The "Scanned File Separation" and "Maximum Number of E-mails" settings do not have to be entered, because they are invalid for Internet FAX.

2.13 Internet FAX Reception Function

The settings of the Internet FAX reception function are described below.

2.13.1 Setting the Controller

To receive mails, enter settings for accessing the mail server (POP3/IMAP).

1. Show the setup screen from the controller operation panel.
2. Select [Network Setup] — [Service Setup] — [E-Mail Setup] and enter the following settings.

[Enable E-mail Services]:
> Select "Yes".

[Enable Print Via E-mail]:
> Select "Yes".

[Incoming Server]:
> Enter the IP address of the mail server (POP3/IMAP).

[Server Type]:   Select the mail server type (POP3/IMAP).

[Account Name]:
> Enter the name used to log into the POP3/IMAP server.

[Password]:   Enter the password used to log into the POP3/IMAP server.

[Timeout (sec)]:
> Set the timeout value for accessing the mail server.
>
> (common setting for the SMTP server and POP3 server)

[Polling Interval (sec)]:
> Set the interval for checking received mails.

Note

- If the e-mail contains a title (subject) and text when receiving Internet FAX, the title and text are also printed.

2.14 Registering the One-Touch Key and Temporary Registration Key

When using the scan function, it is convenient if the transmission destination is registered to the copier operation panel in advance. The transmission destination is registered using PageScope Web Connection.

2.14.1 One-Touch Key Registration

If the one-touch key is registered in advance, you can immediately recall the transmission destination. Since you do not have to enter the transmission destination every time, it is convenient if you register destinations to which you transmit image data frequently.

Setup procedure

1. Start PageScope Web Connection.
2. Select [One Touch Key Registration] from the [Scan] tab.
3. A list of one-touch registration appears. Select an index.
   [Index 8] is dedicated to group registration. You can register groups for the mail transmission function and the Internet FAX transmission function.

Note

- There are 8 indexes total. The default names are [Index 1], [Index 2], and so on. You can register up to 15 keys in each index from [Index 1] to [Index 6] and [Index 8 (Group)]. Up to 10 keys can be registered in [Index 7].

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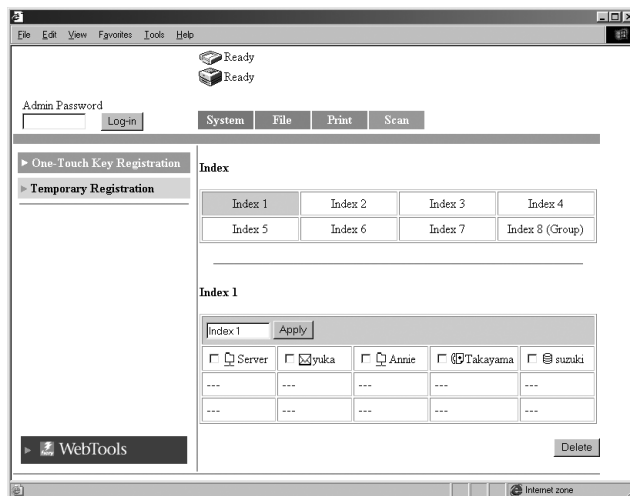
4.   Click an unregistered box (---).
5.   Select the transmission method.
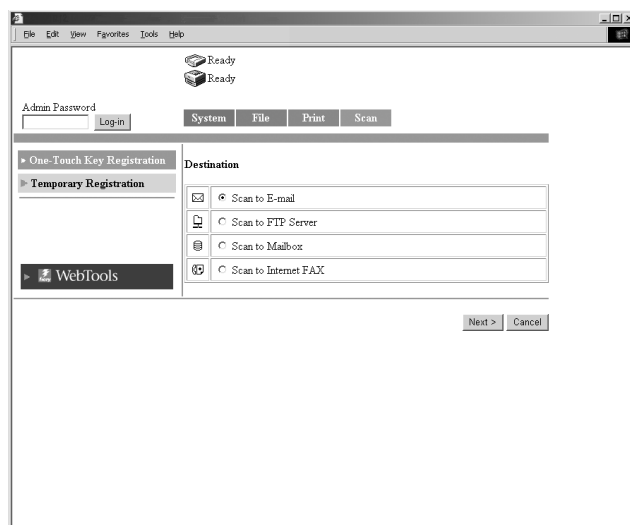
Note

- For a group registration, the number of characters for the transmission destination address is up to 1800 (up to 50 addresses).
- For registration other than groups, the number of characters for the transmission destination address is up to 72.

6.   Click [Apply].
     The setup items corresponding to the transmission method appear.

When Scan to E-mail is selected

Destination Name:

        Enter the name of the one-touch key.

    Setting   Up to 12 characters

Address (To):   Enter the transmission destination address.

    Setting   Up to 72 characters, one address

When specifying [LDAP Settings] (See p. 1-44), use the following functions.

Search Key: By inputting [First Name], [Last Name], or [E-mail] into the empty fields and then clicking the [Lookup Address] button, only those e-mail addresses registered on the LDAP server that correspond to the search key are displayed.
By checking the displayed e-mail addresses and clicking the [OK] button, the name and e-mail addresses are automatically input into the [Destination Name] and [Address (To:)] fields respectively.

Note

• With an LDAP search, data beginning with the text entered in the [First Name], [Last Name] and [E-mail] fields is searched for. In addition, if text is entered into two or three of the [First Name], [Last Name] and [E-mail] fields, an AND search is performed.

When Scan to FTP Server is selected

Destination Name:

> Enter the name of the one-touch key.

> **Setting**   Up to 12 characters

IP Address: Set the IP address of the FTP server.

User Name: Enter the name used to log into the FTP server.

Password: Enter the password used to log into the FTP server.

Directory: Specify the location (directory) for storing the image data on the FTP server.

(To specify the default folder, leave this blank.)

Use Default Proxy:

> Set whether to use the proxy server.

Notification Address (E-Mail Notification Address):

> When using the e-mail notification function, enter the destination mail address. (See p. 2-18.)

> **Setting**   Up to 72 characters, one address

- By using the [Search Key] and [Lookup Address] buttons, you can use the LDAP functions to search and input the [Notification Address]. For details, see "When Scan to E-mail is selected" on page 2-37.

When Scan to Mailbox is selected

Destination Name:

    Enter the name of the one-touch key.

    Setting   Up to 12 characters

Mailbox Name: Select the transmission destination mailbox.
The list shows the mailboxes that have been registered using [Mailbox] (p. 2-28).

Password: Enter the password used to access the mailbox.

    Setting   Up to 8 characters

Notification Address (E-Mail Notification Address):

    Enter the e-mail notification destination mail address. (See p. 2-18.)

    Setting   Up to 72 characters, one address

• By using the [Search Key] and [Lookup Address] buttons, you can use the LDAP functions to search and input the [Notification Address]. For details, see "When Scan to E-mail is selected" on page 2-37.

When Scan to Internet FAX is selected

Destination Name:

Enter the name of the one-touch key.

Setting Up to 12 characters

Address (To): Enter the transmission destination address.

Setting Up to 72 characters, one address

• By using the [Search Key] and [Lookup Address] buttons, you can use the LDAP functions to search and input the [Notification Address].

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When Scan to E-mail is selected (Group Registration)

Note

- Group registration is possible only on the [Index 8] mailbox.
- Up to 15 groups can be registered.

Destination Name:

Enter the name of the one-touch key.

Setting   Up to 12 characters

Address (To):   Enter the transmission destination address.

Setting   Up to 1800 characters and up to 50 addresses

- By using the [Search Key] and [Lookup Address] buttons, you can use the LDAP functions to search and input the destination e-mail address. Multiple e-mail addresses can be input simultaneously using group functions. For details, see "When Scan to E-mail is selected" on page 2-37.

When Scan to Internet FAX is selected (Group Registration)

Note

- Group registration is possible only on the [Index 8] mailbox.
- Up to 15 groups can be registered.

Destination Name:

Enter the name of the one-touch key.

Setting   Up to 12 characters

Address (To):   Enter the transmission destination address.

Setting   Up to 1800 characters and up to 50 addresses

- By using the [Search Key] and [Lookup Address] buttons, you can use the LDAP functions to search and input the destination e-mail address. Multiple e-mail addresses can be input simultaneously using group functions. For details, see "When Scan to E-mail is selected" on page 2-37.

2.14.2 Temporary Registration Key Registration

Temporary registration is entered using PageScope Web Connection. The difference from the one-touch registration is that the key is automatically cleared after the transmission process is executed.

When registering a temporary registration key, you can enter the subject and text of the mail and enter scan settings.
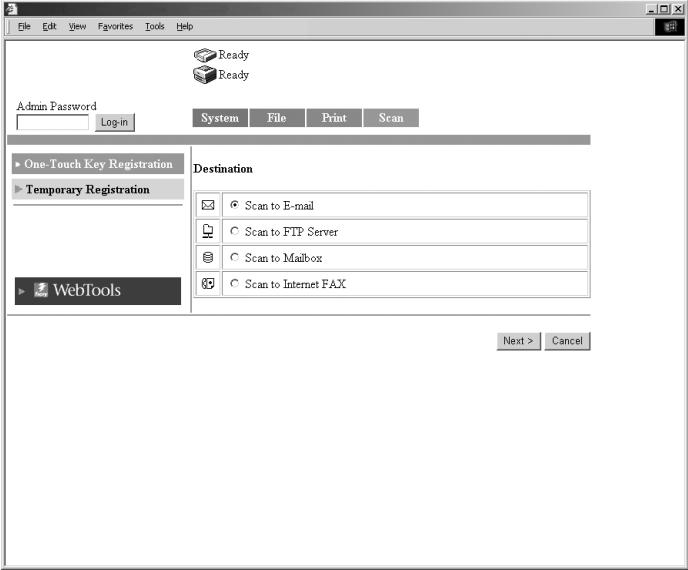
Setup procedure

1. Start PageScope Web Connection.
2. Select [Temporary Registration] from the [Scan] tab.
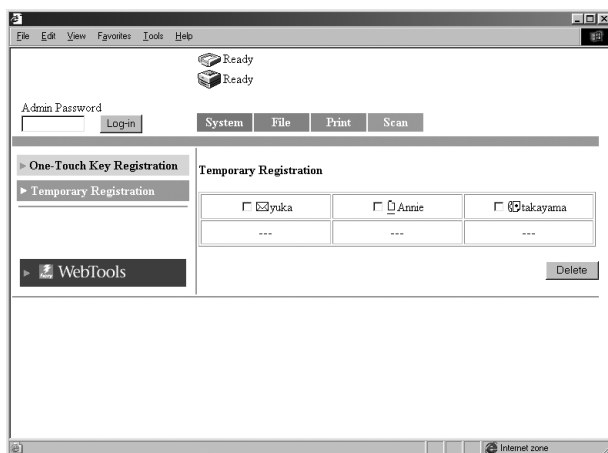
3. Click an unregistered box (---).

4. Select the transmission method.

5. Click [Apply]. The setup items corresponding to the transmission method appear.

When Scan to E-mail is selected

Transmission Destination Settings

Destination Name:

Enter the name of the temporary registration key.

Setting   Up to 12 characters

Address (To):   Enter the transmission destination address.
Setting   Up to 1800 characters and up to 50 addresses

Subject: Enter the subject.
Setting   Up to 64 characters

Text: Enter the mail text to be transmitted.
Setting   Up to 256 characters

> • By using the [Search Key] and [Lookup Address] buttons, you can use the LDAP functions to search and input the destination e-mail address. Multiple e-mail addresses can be input simultaneously using group functions. For details, see "When Scan to E-mail is selected" on page 2-37.

Enter the following settings as necessary.

Scan Mode Settings

The scan mode settings below can also be entered from the copier operation panel. (For the possible settings of each item, see Setup Items for Scanning (p. 2-11).)

Original Mode: Specify the document scan mode.

Original Size: Specify the scan size of the document.

Resolution: Specify the resolution.

File Format (Data Format):
      Specify the format of the image file.

Color Mode: Specify the color mode of the image file.

Background Remove:
      Enter the background remove settings.

Orientation: Specify the image direction with the document set in the ADF or Platen Grass.

Binding: Specify the direction of the margin of the document for duplex printing.

Compression Level:
      Specify the compression level of the image file.

Brightness: Specify the brightness of the document.

When Scan to FTP Server is selected

Destination Name:

        Enter the name of the temporary registration key.

    Setting   Up to 12 characters

IP Address: Set the IP address of the FTP server.

User Name: Enter the name used to log into the FTP server.

Password: Enter the password used to log into the FTP server.

Directory: Specify the location (directory) for storing the image data on the FTP server.

(To specify the default folder, leave this blank.)

Use Default Proxy:

        Set whether to use the proxy server.

Notification Address:

        When using the e-mail notification function, enter the destination mail address.

    Setting   Up to 72 characters, one address

- By using the [Search Key] and [Lookup Address] buttons, you can use the LDAP functions to search and input the [Notification Address]. For details, see "When Scan to E-mail is selected" on page 2-37.

---

* Scan Mode Settings (same as for Scan to E-mail)

When Scan to Mailbox is selected

Destination Name:

        Enter the name of the temporary registration key.

    Setting   Up to 12 characters

Mailbox Name:

        Select the transmission destination mailbox.
        The list shows the mailboxes that have been registered using [Mailbox] (p. 2-28).

Notification Address:

        Enter the notification destination mail address.

    Setting   Up to 72 characters, one address

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• By using the [Search Key] and [Lookup Address] buttons, you can use the LDAP functions to search and input the [Notification Address]. For details, see "When Scan to E-mail is selected" on page 2-37.

---

* Scan Mode Settings (same as for Scan to E-mail)

When Scan to Internet FAX is selected

Destination Name:

Enter the name of the temporary registration key.

Setting   Up to 12 characters

Address (To):

Enter the transmission destination address.

Setting   Up to 1800 characters and up to 50 addresses

Subject: Enter the subject.

Setting   Up to 64 characters

Text: Enter the mail text to be transmitted.

Setting   Up to 256 characters

• By using the [Search Key] and [Lookup Address] buttons, you can use the LDAP functions to search and input the destination e-mail address. Multiple e-mail addresses can be input simultaneously using group functions. For details, see "When Scan to E-mail is selected" on page 2-37.

The Scan Mode setup items are the same as those for mail transmission except the following items.

Resolution: 200×200 dpi (fixed)

File Format: TIFF (fixed)

Color Mode: Black & White

Orientation: No setup item

Compression: No setup item

2.15 Image Data

The image data created by the scan function are described below.

2.15.1 File Format

You can select the file format of the image data from TIFF, PDF, and JPEG.

The following extension is added to the file name depending on the file format.

TIFF ➜ .tif

PDF ➜ .pdf

JPEG ➜ .jpg

Note

- Some file formats cannot be specified depending on the selected color mode.

	PDF	TIFF	JPEG
Full color	○	○	○
Grayscale	○	○	○
Monochrome	○	○	—

- When transmitting image data using Internet FAX, only the TIFF format can be selected.
- If you scan multiple pages of the document when JPEG format is selected, the data is divided into files by pages and attached to the mail. Example: If 10 pages of the document are scanned, 10 JPEG files are created and attached to the mail. (Ten JPEG files are attached to a single mail.)

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2.15.2 File Name

The file name of the image data is automatically assigned by the controller.
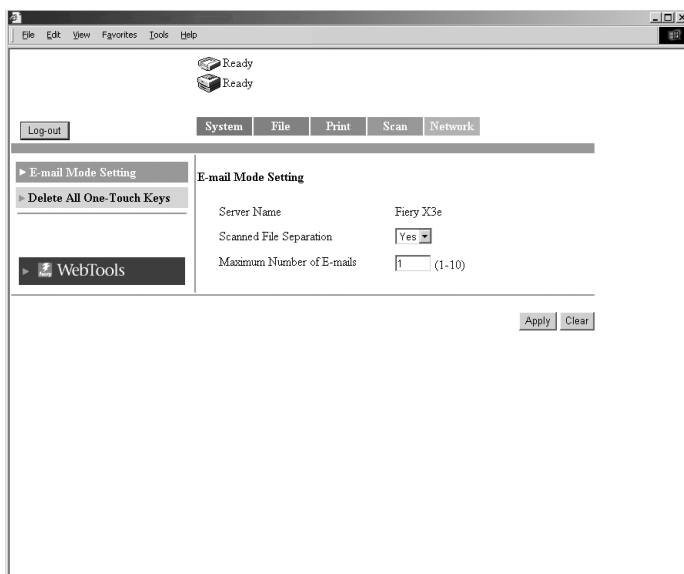
The file name is assigned according to the following rule.

<Server name><automatic number><the number of pages in the document*>.extension

* When the mail is segmented for transmission, the last page number of the attached files is used as a portion of the file names.

You can check the <Server name> by carrying out the following steps.

1.   Start PageScope Web Connection.
2.   Log into the Administrator Mode.
3.   Click the [Scan] tab.

Note

- The "Server Name" shown in PageScope Web Connection corresponds to the text specified in "Server Name" on the controller operation panel. You can check "Server Name" on the controller operation panel by carrying out the following steps.

  1. Show the setup screen from the controller operation panel.

  2. Select [Server Setup] — [Server Name] and check the server name.

- The automatic number is automatically assigned by the controller and cannot be specified.

- File name example: Server name: test, automatic number: 50, the number of pages in the document: 35, and PDF file
  The file name is test50p35.pdf.

2.16 Hold Period of the Image Data

If the number of image data files held in the controller HDD keeps increasing, there is a possibility that the disk becomes full. You can set the hold period of the image data in the HDD by carrying out the following settings.

Note

Cases in which the image data is held in the HDD
- When using Scan to Mailbox
  The image data is transferred to the HDD and held in the Mailbox created in the HDD.
- When the size of the mail exceeds the upper limit specified by [Maximum Scan File Size] on the mail function (see p. 2-23)
- When the upper mail limit specified by [Maximum Scan File Size] is exceeded even after separating the data up to the number specified by [Maximum Number of E-mails] when the data is separated because the [Maximum Scan File Size] is exceeded in the mail transmission function (see p. 2-23, p. 2-24)

1. Show the setup screen from the controller operation panel.
2. Select [Server Setup] and enter the following settings.

   [Clear Each Scan Job]:

   Select the hold period. The image data is automatically cleared when the hold period elapses.

   Settings   After 1 day, Now, Manually, After 1week

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